

CITY OF DOVER

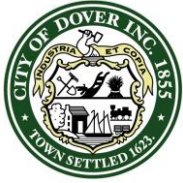
CITY COUNCIL - AGENDA

REVISED

Meeting Type: Regular Meeting
Meeting Location: City Hall, Council Chambers
Meeting Date: Wednesday, January 28, 2026
Meeting Time: 7:00 pm

1. CALL TO ORDER
2. MOMENT OF SILENCE
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL ATTENDANCE
5. PROCLAMATIONS/AWARDS
6. APPROVAL OF AGENDA
7. PUBLIC HEARINGS
 - A. AUTHORIZATION TO ACCEPT AND EXPEND THE LCHIP PRESERVATION GRANT FOR LOWELL AVENUE HISTORIC PUMP STATION
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR SHANAHAN BY REQUEST
 - B. AUTHORIZATION TO ACCEPT AND EXPEND THE NHDES 2026 EXOTIC AQUATIC PLANT CONTROL GRANT
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR SHANAHAN BY REQUEST
 - C. AUTHORIZATION TO ACCEPT AND EXPEND THE PISCATAQUA REGION ESTUARIES PARTNERSHIP GRANT FOR ASH ALERT COMPREHENSIVE DOWNTOWN PLAN
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR SHANAHAN BY REQUEST
 - D. AMEND FY2026 SCHEDULE OF FEES FOR AMBULANCE SERVICES
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR SHANAHAN BY REQUEST
8. PUBLIC FORUM

Taxpayers, Business owners, and Residents are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.
9. CITY MANAGER'S REPORT
10. APPROVAL OF MINUTES
 - A. January 7, 2026 – Workshop Meeting
 - B. January 14, 2026 – Non-Public Meeting, Special Meeting, Regular Meeting
11. MAYOR'S REPORT
12. UNFINISHED BUSINESS
 - A. ORDINANCES IN THE 2nd READING
 - B. ORDINANCES IN THE 3RD READING
 - C. RESOLUTIONS



CITY OF DOVER

CITY COUNCIL - AGENDA

REVISED

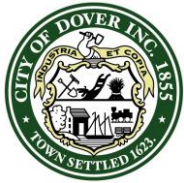
Meeting Type: Regular Meeting
Meeting Location: City Hall, Council Chambers
Meeting Date: Wednesday, January 28, 2026
Meeting Time: 7:00 pm

1. **AFFIRMATION OF VOTE ON B26018 AWARD OF BID – CENTRAL AVENUE URBAN CORE WATER IMPROVEMENTS PHASE I TO SUR CONSTRUCTION**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
2. **AUTHORIZATION TO ACCEPT AND EXPEND THE LCHIP PRESERVATION GRANT FOR LOWELL AVENUE HISTORIC PUMP STATION**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR SHANAHAN BY REQUEST
3. **AUTHORIZATION TO ACCEPT AND EXPEND THE NHDES 2026 EXOTIC AQUATIC PLANT CONTROL GRANT**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR SHANAHAN BY REQUEST
4. **AUTHORIZATION TO ACCEPT AND EXPEND THE PISCATAQUA REGION ESTUARIES PARTNERSHIP GRANT FOR ASH ALERT COMPREHENSIVE DOWNTOWN PLAN**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
SPONSORED BY MAYOR SHANAHAN BY REQUEST
5. **AMEND FY2026 SCHEDULE OF FEES FOR AMBULANCE SERVICES**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITE VOTE)
SPONSORED BY MAYOR SHANAHAN BY REQUEST

13. NEW BUSINESS

A. CONSENT CALENDAR

1. **APPROVAL OF REVISED SUB-LEASE TO BUBBY'S DELICATESSEN, LLC (DOVER TRANSPORTATION CENTER)**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
2. **APPROVAL TO RENEW THE INTERMUNICIPAL AGREEMENT TO PARTICIPATE IN THE ADAPTIVE MANAGEMENT FRAMEWORK UNDER THE GREAT BAY GENERAL PERMIT**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
3. **APPROVAL OF LICENSE AGREEMENT FOR MECHANIC STREET REALTY TRUST, LLC**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
4. **ACKNOWLEDGEMENT AND ACCEPTANCE OF THE GREAT BAY WATERSHED SIGNAGE FROM THE STRAFFORD REGIONAL PLANNING COMMISSION**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
5. **B26038 PLUMBING AND HEATING SERVICES AS NEEDED**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
6. **B25044 CONSTRUCTION EQUIPMENT RENTAL ADDITIONAL SCOPE OF WORK – SUR CONSTRUCTION DOWNTOWN STREET LIGHTING PROJECT**
SPONSORED BY MAYOR SHANAHAN BY REQUEST



CITY OF DOVER

CITY COUNCIL - AGENDA

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Meeting Time: **7:00 pm**

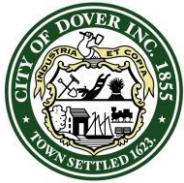
7. AUTHORIZATION TO PURCHASE COMPUTER EQUIPMENT STATE OF NH
CONTRACT WITH DELL MARKETING LP
SPONSORED BY MAYOR SHANAHAN BY REQUEST

COMMITTEE REPORTS

- | | |
|--|---|
| 1. Arts Commission (Robison) | 14. Solid Waste Advisory Committee (Richer) |
| 2. Conservation Commission (Williams) | 15. Transportation Advisory Commission (Cullen) |
| 3. Library Board of Trustees (Richer) | 16. Heritage Commission (Retrosi) |
| 4. Appointments Committee (Williams) | 17. Board of Health (Veitch) |
| 5. Planning Board (Richer) | 18. Downtown TIF Advisory Board (Robison) |
| 6. School Board Liaison (Carmichael) | 19. Cochecho Waterfront Development Advisory Committee (Shanahan) |
| 7. Recreation Advisory (Retrosi) | 20. COAST (Shanahan) |
| 8. Energy Commission (Veitch) | 21. Waterfront TIF Advisory Board (Cullen) |
| 9. Parking Commission (Cullen) | 22. Dover Main Street |
| 10. Legislative Liaison (Shanahan) | 23. Strafford Regional Planning Commission (Williams) |
| 11. Committee for Racial Equity and Inclusion (Carmichael) | 24. Government Affairs (Shanahan) |
| 12. Graffiti Management Advisory Committee (Retrosi) | 25. Cemetery Board (Veitch) |
| 13. Ordinance Committee (Shanahan) | 26. Joint Building Committee – Athletic Complex (Cullen) |
| | 27. Dover Housing Authority (Granfield) |
| | 28. Dover Utilities Commission (Carmichael) |

B. RESOLUTIONS

1. **AUTHORIZATION TO MOVE CITY COMMERCIAL SIZE ACCOUNTS TO EVERSOURCE**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
2. **AUTHORIZATION TO PURCHASE A NEW SPARTAN Smeal 100' REAR-MOUNT TOWER LADDER FIRE TRUCK**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
3. **AUTHORIZATION TO PURCHASE 2024 TYPE 1 AMBULANCE FROM THE TOWN OF EASTON, MASS.**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
4. **AMEND THE AMOUNT FOR THE TAX CREDIT FOR SERVICE CONNECTED PERMANENT AND TOTAL DISABILITY**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
5. **AUTHORIZATION TO APPLY, ACCEPT, AND EXPEND DHA GRANT TO ESTABLISH RECOVERY HOUSE AT AVON AVENUE**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED A PUBLIC HEARING & VOTE ON FEBRUARY 11, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST
6. **ADOPTION OF RESIDENTIAL ANTI DISPLACEMENT AND RELOCATION ASSISTANCE PLAN RELATED TO RECOVERY HOUSING**
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING & VOTE ON FEBRUARY 11, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST
7. **REPROGRAM UNEXPENDED BOND PROCEEDS FROM FIFTH/GROVE STREET RECONSTRUCTION PROJECT TO HORNE STREET RECONSTRUCTION PROJECT**



CITY OF DOVER

CITY COUNCIL - AGENDA

REVISED

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 28, 2026**
Meeting Time: **7:00 pm**

(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)

(TO BE REFERRED A PUBLIC HEARING ON FEBRUARY 11, 2026 WITH A VOTE TO OCCUR ON FEBRUARY 25, 2026)

SPONSORED BY MAYOR SHANAHAN BY REQUEST

8. REPROGRAM UNEXPENDED BOND PROCEEDS FROM ELM/SUMMER/BELKNAP STREET RECONSTRUCTION PROJECT TO LOWER CENTRAL AVENUE STREET RECONSTRUCTION PROJECT

(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)

(TO BE REFERRED TO A PUBLIC HEARING ON FEBRUARY 11, 2026 WITH A VOTE TO OCCUR FEBRUARY 25, 2026)

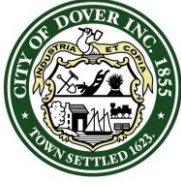
SPONSORED BY MAYOR SHANAHAN BY REQUEST

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

15. COUNCIL MATTERS OF INTEREST

16. ADJOURN

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 12.C.2. Resolution Number: R - 2026.01.14 - 100 Resolution Re: Authorization to Accept and Expend LCHIP Preservation Grant for Lowell Avenue Historic Pump Station
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WHEREAS: The NH Land and Community Heritage Investment Program (LCHIP) has awarded the City of Dover Planning and Community Development Department a grant in the amount of \$12,500 to fund a comprehensive building assessment and structural review of the historic pump station located on Lowell Avenue in Dover. The review will help to better understand the structure's condition and the potential feasibility of preserving and readapting the pumping station; and

WHEREAS: The LCHIP is an independent state authority providing matching grants to NH municipalities and non-profits, helping to preserve the state's most important natural, cultural and historic resources and ensure their contribution to the economy, environment, and quality of life in NH. To receive these funds, the City of Dover is required to be provide a \$12,500 match for the grant.

WHEREAS: In adhering to the requirements established by the NHDES and per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to accept and expend unanticipated funds for eligible project costs is needed.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
In accordance with NH RSA 31:95-b, the City Manager is authorized to accept, and expend grant funds allocated to the City of Dover from the NH LCHIP. Any funding awarded is hereby appropriated to the Lowell Avenue Historic Pump Station preservation project for a building assessment. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

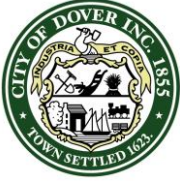
AND, FURTHER BE IT RESOLVED;
In expending funds for eligible costs identified in the grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter V, Purchasing Procedure. The City Manager, or designee, is hereby authorized to contract with the vendor consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing			
Account	Description	Appropriation	Balance
TBD	LCHIP Lowell Ave Historic Pump Station Grant	25,000.00	25,000.00

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.

Document Created by: Finance Document Posted on: January 23, 2026	R-2026.01.14 Authorization to Accept and Expend LCHIP Grant for an Assessment of Lowell Ave Historic Pump Station Page 1 of 2
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R - 2026.01.14 - 100**
Resolution Re: Authorization to Accept and Expend LCHIP Preservation
Grant for Lowell Avenue Historic Pump Station

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

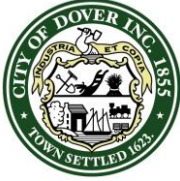
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

The LCHIP grant application is for a Historic Building Assessment with Perseveration Guidelines for the Dover Water Works Building located off of Lowell Ave. This structure was evaluated for historic listing in 2011 and is currently vacant. The LCHIP grant is to assess the structure of the building. If the building can be restored, it could be used for office space/municipal space. The assessment will determine the possibility of renovations. With an awarded amount of \$12,500 from LCHIP and City match of same, a building assessment, structural review, and architect recommendations will be the result of this funding. The total proposed project is estimated in the amount of \$25,000.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2026.01.14 - 101**

Resolution Re: Authorization to Accept and Expend the NHDES 2026
Exotic Aquatic Plant Control Grant

WHEREAS: The City has received notice from the New Hampshire Department of Environmental Services (NHDES) of grant funds for the purpose of funding an exotic aquatic plant control project at Willand Pond; and

WHEREAS: The Grant amount is for up to \$19,535.00 and requires a city match of 50% making the total project amount of up to \$39,070.00. NHDES provided bid requirements and assistance, in conjunction with City bid B26035, and bids were submitted to NHDES from SOLitude. Lake Management, LLC for herbicide treatment \$30,220.00 and Aqualogic for diver assisted suction harvesting \$8,850.00 in the total amount of \$39,070.00; and

WHEREAS: At their meeting of March 11, 2024, the Conservation Committee approved up to \$20,000.00 in funding for the grant match, and noted their support for treatments to avoid any adverse impacts to the pond; and

WHEREAS: In adhering to the requirements established by the NHDES and per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to accept and expend unanticipated funds for eligible project costs is needed.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

In accordance with NH RSA 31:95-b and RSA 21-P:43, the City Manager is authorized to apply for, accept, and expend grant funds allocated to the City of Dover on behalf of the NHDES, and any funding received is hereby appropriated for said purposes. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

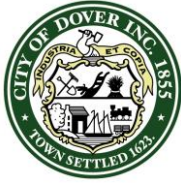
AND, FURTHER BE IT RESOLVED THAT:

In expending funds for eligible costs identified in the grant, the Purchasing Agent is hereby authorized to issue Purchase Orders to both SOLitude Lake Management LLC and Aqualogic in the total amount of \$39,070.00 as set forth in the duties and responsibilities of Dover Code Chapter V, Purchasing Procedure.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing			
Account	Description	Appropriation	Balance
TBD	NHDES Willand Pond Exotic Aquatic Plant Control	39,070.00	39,070.00

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2026.01.14 - 101**

Resolution Re: Authorization to Accept and Expend the NHDES 2026
Exotic Aquatic Plant Control Grant

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal Jennifer R. Perez
Form and Compliance: Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier, City Clerk

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

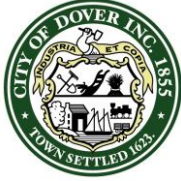
DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Document Created by: Finance
Document Posted on: January 23, 2026

R-2026.01.14 Authorization to Accept and Expend
NHDES 2026 Exotic Aquatic Plant Control Grant
Page 2 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2026.01.14 - 101**

Resolution Re: Authorization to Accept and Expend the NHDES 2026
Exotic Aquatic Plant Control Grant

Willand Pond was the subject of an herbicide treatment in 2011 and the City has a historic long-term Management Plan for the pond. The City is aware of the ongoing milfoil infestation and NHDES offers 50% match grants to assist with removal of the invasive species. Past surveys were done when this was an active project, and NHDES staff surveyed the pond for milfoil last summer. A local neighborhood group reached out to NHDES about growth/spread and NHDES provided bid guidance based on its map and obtained bids from SOLitude Lake Management, LLC for herbicide treatment \$30,220.00 and Aqualogic for diver assisted suction harvesting \$8,850.00 in the total amount of \$39,070.00.

The City Council made a pledge to only use organic pesticides/herbicides with land management (attached). PROcellaCOR is a reduced risk herbicide, and it has been used in drinking water supplies in NH (Alton Bay/Merrymeeting River in Alton, Paugus Bay in Laconia). The NHDES Drinking Water and Ground Water Bureau reviews all permits for use of herbicides when drinking water supplies are involved, and permit applications go through a rigorous review process.

Bid Information:

A sealed Request for Proposal, in conjunction with and approved by NHDES, #B26035 was issued and received for 2026 NH Exotic Aquatic Plant Control on December 15, 2026 at 4:00 p.m

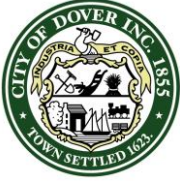
Award Information:

A purchase order will be issued to the vendor selected to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	6	Number of Responses:	4
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	Summer 2026
Recommended Award to:	SOLitude Lake Management & Aqualogic	Fund:	Grant/Conservation Funding
Other Approvals Required:	Yes NHDES	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B26036 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R - 2026.01.14 - 102**
Resolution Re: Authorization to Accept and Expend the Piscataqua
Region Estuaries Partnership Grant for Ash Alert
Comprehensive Downtown Plan

WHEREAS: The Piscataqua Region Estuaries Partnership (PREP) is a collaborative-driven local organization and National Estuary Program that offers grant funding, process facilitation, collaborative workshop development, and outreach to towns/cities and local organizations to offer scientifically-informed solutions to improve the health of the environment. The City of Dover Planning and Community Development Department has applied for a grant in the amount of \$20,000, with no matching requirement, and was approved by PREP to fund a comprehensive downtown plan to address roughly 80 trees that line the Dover downtown area on Central Avenue that are all affected by the Emerald Ash Borer and must be replaced; and

WHEREAS: With the lack of healthy trees within the area and the lack of canopy over the downtown, the impact to heat and stormwater drainage are a major concern. The goal with this grant is to create a comprehensive plan for replacing the dying ash trees that also addresses the stormwater planning and canopy heat exposure; and

WHEREAS: In adhering to the requirements established by the NHDES and per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to accept and expend unanticipated funds for eligible project costs is needed.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

In accordance with NH RSA 31:95-b, the City Manager is authorized to accept, and expend grant funds allocated to the City of Dover from the PREP. Any funding awarded is hereby appropriated to the Ash Alert, Comprehensive Downtown Plan assessment. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

AND, FURTHER BE IT RESOLVED;

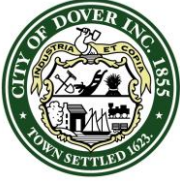
In expending funds for eligible costs identified in the grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter V, Purchasing Procedure. The City Manager, or designee, is hereby authorized to contract with the vendor consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
TBD	PREP Ash Alert Comprehensive Downtown Plan	20,000.00	20,000.00

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R - 2026.01.14 - 102**
Resolution Re: Authorization to Accept and Expend the Piscataqua
Region Estuaries Partnership Grant for Ash Alert
Comprehensive Downtown Plan

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

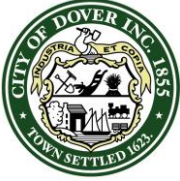
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Document Created by: Finance	R-2026.01.14 Authorization to Accept and Expend PREP
Document Posted on: January 23, 2026	Grant for an Ash Alert Comprehensive Downtown Plan
	Page 2 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

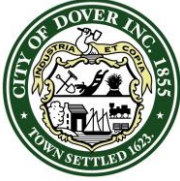
Resolution Number: **R - 2026.01.14 - 102**
Resolution Re: Authorization to Accept and Expend the Piscataqua
Region Estuaries Partnership Grant for Ash Alert
Comprehensive Downtown Plan

The PREP grant funds are being applied with guidance from the Community Services Department and Forestry Management Subcommittee of the Conservation Commission. The funds are also being used in accordance to the City of Dover's Central Business District (CBD) Street Tree Plan, established in 2021. That document can be found here:

<https://www.dover.nh.gov/Assets/government/city-operations/2document/planning/Resilient-Dover-Docs/CBD%20Street%20Tree%20Plan.pdf>

The PREP grant tasks and deliverables include:

- a. Community engagement for input of species and design
- b. Issue a bid solicitation to select an arborist
- c. Have the selected arborist complete an analysis of each tree
- d. Create a list of recommended street trees to be planted
- e. Issue a bid solicitation for a landscape architect
- f. Have the selected landscape architect plan the phasing for tree removal and planting as well as where different species should be planted
- g. Finalize a comprehensive street tree replacement plan



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.5.

Resolution Number: **R – 2026.01.14 - 103**

Resolution Re: Amend FY2026 Schedule of Fees for Ambulance Services

WHEREAS: The City Council adopted the FY2026 City of Dover Schedule of Fees on April 2, 2025, and;

WHEREAS: The New Hampshire Legislature recently enacted new provisions via SB245 to adopt a statewide framework for ambulance service providers' billing practices and insurance carriers' reimbursement practices to eliminate what is known as balance billing; and

WHEREAS: The City, through the Fire & Rescue Department, provides ambulance services to the public and seeks to comply with the provisions of SB245; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The City Council authorizes changes to the Fire & Rescue Department section of the adopted FY2026 Schedule of Fees – Ambulance Service, to reflect amending the rates and fees, effective retroactively to January 1, 2026, as noted in the Resolution Background Material section of this resolution.

NOTE: THIS RESOLUTION REQUIRES A PUBLIC HEARING AND 2/3 MAJORITY VOTE OF COUNCIL.

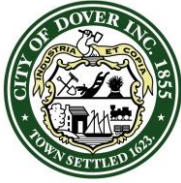
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vanslyvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.5.

Resolution Number: **R – 2026.01.14 - 103**

Resolution Re: Amend FY2026 Schedule of Fees for Ambulance Services

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

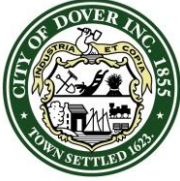
VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Document Created by: Finance
Document Posted on: January 23, 2026

R-2026.01.14 Amend FY2026 Schedule of Fees for Ambulance Services

Page 2 of 4



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.5.

Resolution Number: **R – 2026.01.14 - 103**

Resolution Re: Amend FY2026 Schedule of Fees for Ambulance Services

The State of New Hampshire legislature has enacted a new ground ambulance billing law (SB 245), which takes effect **January 1, 2026**. The purpose of the recently enacted law is to adopt a statewide framework for ground ambulance service providers' billing practices and insurance carriers' reimbursement practices to eliminate what is known as "balance billing" or "surprise billing" for patients transported by ground ambulance services.

Under this law:

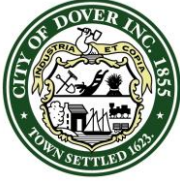
- Patients may no longer be balance-billed for emergency ground ambulance transports.
- Insurance carriers are required to reimburse ambulance providers at a state-mandated minimum rate, initially set at 3.25 times (or 325% of) the Medicare reimbursement rate, unless a different contracted rate exists. Note that Medicare patients still pay the Medicare usual and customary rates.
- Patient responsibility is limited to standard in-network cost sharing (copays, deductibles, etc.).
- Prior authorization for emergency ambulance transport is prohibited.
- A statewide cost study will be conducted to establish long-term reimbursement benchmarks.

The recent change in New Hampshire law directly impacts Dover Fire & Rescue's ambulance billing practices and requires action by the City. This legislation applies to all ground ambulance providers, including municipal fire departments such as Dover Fire & Rescue.

Since insurer reimbursement will now be tied to Medicare-based formulas and balance billing is prohibited, it is essential that the City's Schedule of Fees for Ambulance Services be amended to align with 325% of Medicare usual and customary rates. If the City were not to implement corresponding rate adjustments it will result in the City subsidizing ambulance services and absorbing unrecovered operational costs.

In this resolution is a schedule reflecting the existing and proposed updated ambulance rate schedule reflecting the requirements of the new law. The Fire & Rescue Department estimates the rate adjusts will increase the ambulance billing revenues by 10 - 12%.

While this law provides important protections for patients, it also places increased responsibility on municipalities to ensure ambulance billing structures are current, compliant, and financially sustainable. Updating our rates is a necessary and prudent step to protect the City's EMS system and long-term fiscal health.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.5.

Resolution Number: **R – 2026.01.14 - 103**

Resolution Re: Amend FY2026 Schedule of Fees for Ambulance Services

SERVICES - FIRE DEPARTMENT	FY26 CURRENT FEES	PROPOSED CHANGE	FY26 PROPOSED FEES
FIRE DEPARTMENT			
AMBULANCE SERVICE: Operating Costs related to various levels of emergency services			
Basic Life Support (BLS): Non-Emergency * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$885.90	Increase \$89.33	\$ 975.23
Basic Life Support (BLS): Emergency * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$885.90	Increase \$674.49	\$ 1,560.39
Advanced Life Support (ALS): Non-Emergency * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$1,644.92	Decrease \$474.63	\$ 1,170.29
Advanced Life Support (ALS1) * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$1,644.92	Increase \$208.04	\$ 1,852.96
Advanced Life Support (ALS2) * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$2,598.98	Increase \$82.92	\$ 2,681.90
Specialty Care Transport * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$2,838.43	Increase \$331.17	\$ 3,169.50
BLS Transport Mileage * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$20.00	Increase \$10.61/per mile	\$30.61 /per mile
ALS Transport Mileage * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$20.00	Increase \$10.61/per mile	\$30.61 /per mile
Specialty Care Transport Mileage * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$20.00	Increase \$10.61/per mile	\$30.61 /per mile
Paramedic/ALS Intercept Service. Flat rate fee billable to the transporting agency. * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$400.00	No Change	\$400.00



JANUARY 28, 2026

REPORTING ON:

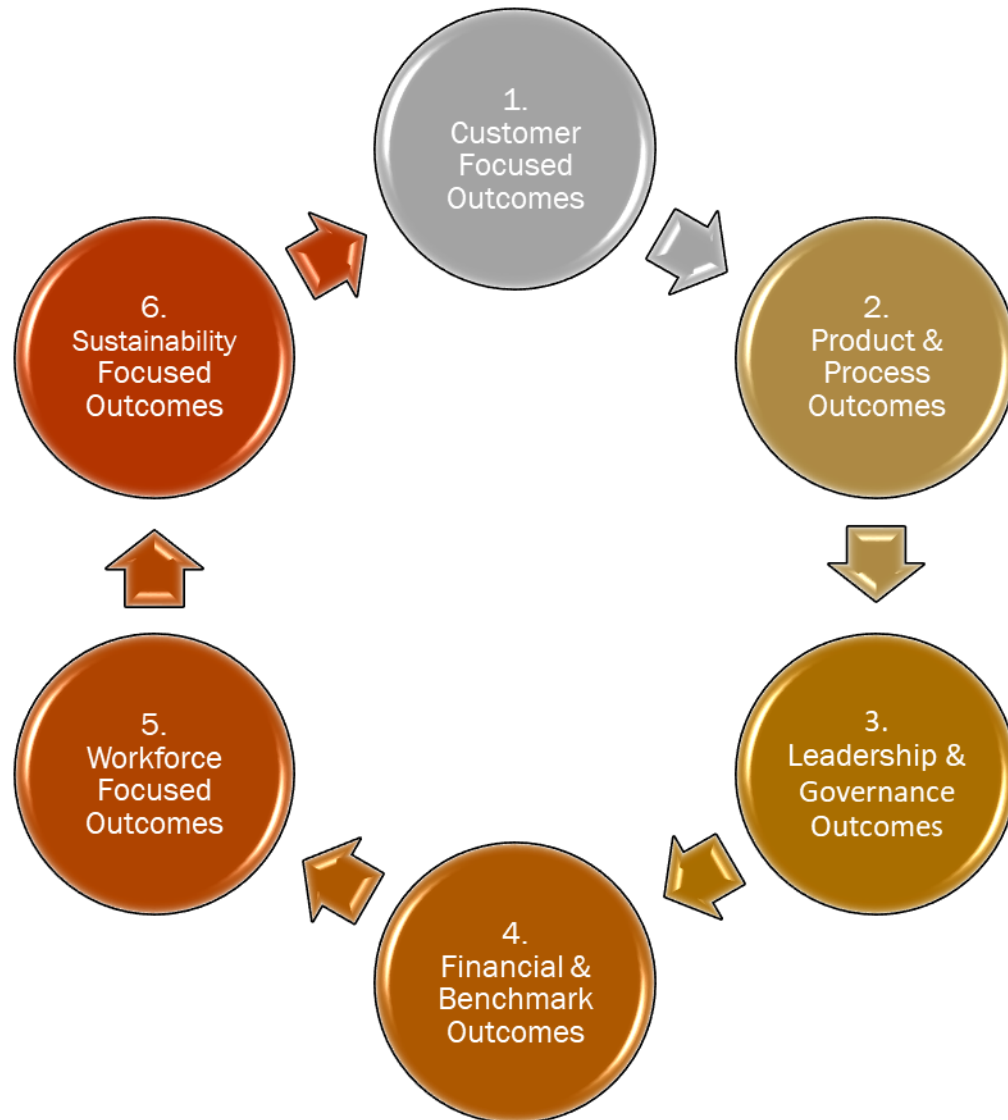
**October, November &
December 2025**



City Manager's Report

Submitted by:
J. Michael Joyal, Jr.
City Manager

The City Manager's Report is a collaboration of City department updates provided each month to update the City Council and general public on the intricate workings of the City of Dover. The updates are broken out by department reflecting the six categories of intended outcomes relating back to the City of Dover's strategic management framework which you will find below.



The department updates are then highlighted at the end of the report to show how these updates fit into supporting the seven 2024 – 2025 City Council Goals below:

Goal #1
Our City has Diverse Housing

- Support a Dover that has housing which is attainable and available.

Goal #2
Our City is Civically Engaged

- Ensure that the public is part of the community's governance and has multiple channels to provide feedback.

Goal #3
Our City is Resilient

- Ensure the City's social, built and natural infrastructure is designed to evolve and support community needs.

Goal #4
Our City is Safe and Inviting

- Ensure that the City's infrastructure and environment is welcoming.

Goal #5
Our City is Inclusive and Welcoming

- Support a Dover that is welcoming to all no matter socio economic background.

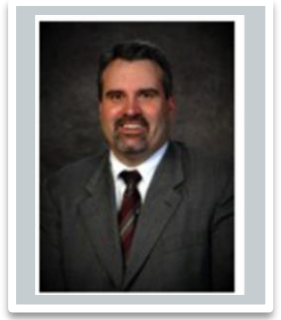
Goal #6
Our City has Sustainable Financial Policies

- Ensure the City's financial health is sustainable and open for all to view and understand.

Goal #7
Our City's Opportunities are Accessible for All

- Support a Dover that has inviting public spaces for all people living in, working in or visiting the City.

City of Dover's Municipal Leadership Team



City Manager
J. Michael Joyal, Jr.
32 Years of Service



David Balian
Public Welfare
Director
5 Years of Service



Donna Benton
Planning & CDBG
Director
10 Years of Service



Annie Dove
Info Tech Director
22 Years of Service



Michael Gillis
Media Services
Director
15 Years of Service



Kevin Hebert
Recreation Director
1 Year of Service



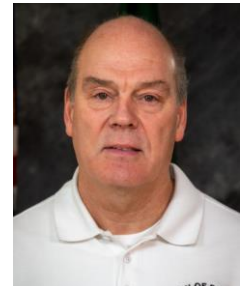
Denise LaFrance
Public Library
Director
26 Years of Service



Daniel Lynch
Finance Director
15 Years of Service



Christopher Parker
Deputy City Manager
27 Years of Service



Perry Plummer
Fire & Rescue Chief
Emergency Management
Director
39- Years of Service



John Storer
Community Services
Director
8 Years of Service



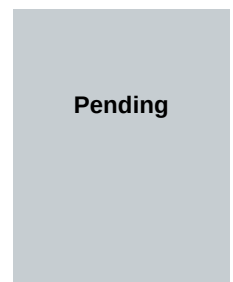
David Terlemezian
Police Chief
29 Years of Service



Jericca Vansylyvong-
Bizier
City Clerk Tax Collector
12 Years of Service



Heather Worrall
Human Resources
Director
2 Years of Service



City Attorney

Community Services Department



Administration

Each winter storm in Dover brings more than snow and ice; it brings long, demanding hours for our Community Services (CS) team members responsible for keeping the City moving. While most residents experience a storm from the safety of home, Community Services staff, across multiple divisions, report for duty knowing the work ahead may last well beyond a full day, often exceeding 30+ hours without meaningful rest.

What is less visible, however, is that Dover's winter operations begin long before the first snowfall. The Department's staff reviews recent pavement and sidewalk condition assessments throughout the year to prioritize repairs, coordinate capital improvement projects, and plan maintenance activities that directly affect winter operations.



Utility crews working to address a sewer back up in the middle of a storm while sidewalks are being plowed by CS staff.

Poor pavement conditions, deteriorated sidewalks, uneven surfaces, and failing curb lines not only impact drivers and pedestrians, but significantly increase the difficulty and risk associated with snowplowing and sidewalk clearing. Damaged pavement is more susceptible to plow blade strikes, accelerated deterioration during freeze-thaw cycles, and reduced effectiveness of snow and ice control treatments. Similarly, uneven or degraded sidewalks complicate winter clearing efforts and increase the likelihood of ice buildup and pedestrian hazards. As a result, CS crews use these assessment reports not only to improve vehicle and pedestrian safety year-round, but also to strategically plan warm-weather construction and maintenance work that prepares Dover's infrastructure for the demands of an unpredictable, and sometimes unrelenting, New England winter. In this way, winter operations are truly a year-round effort.

When storms do arrive, they rarely align with normal work schedules. Call-ins occur overnight, on weekends, and during holidays. Operators routinely leave families in the middle of meals, family gatherings, or in the early morning hours, while most folks are asleep, uncertain when they will return. Time that would otherwise be spent with children, spouses, resting, or attending

to personal responsibilities is sacrificed so roads, sidewalks, and critical infrastructure remain accessible to the public.

The physical and mental demands of the job are significant. Operators navigate heavy equipment through the narrow residential streets, busy downtown corridors, and steep hills of a 400+ year old community, while visibility is limited and conditions are often rapidly changing. Fatigue accumulates as storms persist, yet the expectation remains the same: safe, precise operation of large vehicles in hazardous conditions while remaining alert for emergency vehicles, pedestrians, stranded motorists, and parked cars obscured by snow.

The Reality of Winter Operations in Dover:

Community Services staff also continuously work to improve winter maintenance practices in ways that protect both public safety and the environment. Dover CS staff attend the annual New Hampshire salt symposium to stay current on best practices and emerging research related to snow and ice management. In addition, in the past year, Dover's Community Services workforce became Green SnowPro certified as a unit through training conducted at City their Mast Road facility. This certification focuses on techniques to reduce salt usage while maintaining roadway and sidewalk safety, helping to protect water quality, infrastructure, and public assets.



Crews pretreat the roads with Brine to reduce the amount of salt applied to the roadways.

Despite these challenges, Community Services staff continue to perform this work with professionalism and dedication. Their efforts ensure emergency services can respond, residents can travel safely, utilities can operate, and businesses can reopen as quickly as possible after a storm. The effectiveness of Dover's winter response is directly tied not only to storm-time operations, but also to year-round planning, infrastructure assessment, and continuous improvement driven by the data contained in these pavement and sidewalk reports.

Please join Community Services in extending sincere thanks to all those who serve on the front lines during winter storm events, and especially to Brian Landry, Superintendent of Streets, whose leadership, coordination, and long-range planning are central to Dover's ability to maintain safe roads and sidewalks throughout the year.

Please join Community Services in congratulating Kevin Sullivan on his recent promotion to Streets Supervisor. Kevin steps into this role after serving as a Heavy Equipment Operator on the Streets and Stormwater Crew, where he has built a strong reputation for reliability, technical skill, and dedication to public service.

In 2026, Kevin will mark 10 years of service with the City of Dover. In his new position, he will support Superintendent Brian Landry in the day-to-day management of the Streets and Stormwater Crews and play a key



Kevin Sullivan
Streets Supervisor

role in coordinating and assisting with winter maintenance operations—a critical function for keeping Dover’s roadways safe and accessible.

We thank Kevin for his years of committed service to the City of Dover and wish him continued success as he takes on this new leadership role.

Staff and their families once again participated in the Annual Dover Holiday Parade on November 30th. The rainy weather could not dampen the spirits of those on the parade float which once again took first place in the Civic category. The theme of the float was “Let it snow” which is very fitting for Community Services.



Meeting Updates:

Dover Utilities Commission: The DUC met on November 17, 2025 and on December 15, 2025. The November meeting discussed Resolution R-2025.11.12-73, which passed and forgives any interest charges of late fees accrued on City utility bills and miscellaneous service bills during the Federal shutdown for active Military and Federal employees not receiving paychecks for the period October 1, 2025 to November 7, 2025.

Additionally, Chairman Bret Carmichael and Richard Robison were both elected to City Council, and will be leaving their positions at DUC in January. The DUC met briefly in December, and nothing substantial was discussed.

Planning Board: The Planning met once in November (11/18) and once in December (12/09). At the November 18th regular meeting, the Board approved a Transfer of Development Rights application for a redevelopment at 36 Forest Street that will include four residential units, two of which will be deed-restricted to HUD Fair Market rents, with conditions related to fees, deed restrictions, and plan revisions. The Board also approved a site plan for a redevelopment project at 376–378 Central Avenue to convert the existing building into four commercial spaces and 15 residential units, granting waivers for landscaping and traffic analysis and setting conditions for technical documentation, construction planning, and final signatures. Staff also shared updates on forthcoming projects and public surveys related to hazard preparedness.

At the December 9th meeting, the Board approved a minor subdivision at 143 Long Hill Road and two lot line adjustments on Dover Point Road and Tuttle Lane, each with subsequent plan

documentation conditions. The Board granted a Conditional Use Permit for construction of a single-family home within the Conservation District on Saddle Trail Drive and approved related conditions. A combined Conditional Use Permit and site plan for Summit Land Development's industrial expansion at 14 Industrial Park Road was also approved with several waivers and detailed subsequent requirements. Additionally, the Board approved a site plan amendment converting the former Ames building into a fitness facility, including multiple conditional waivers and technical plan requirements. Continued items were scheduled for the January 27, 2026 meeting.

Transportation Advisory Committee (TAC): TAC met on November 24th, 2025. The next meeting is scheduled for January 26th, 2026. Meeting highlights include: Discussion regarding traffic concerns on Columbus Ave, Horne St, and Atlantic Ave, noise concern on Whittier St, right-of-way concern at the corner of George St and Central Ave, and review of a Bike Route prepared by Seacoast Strong Towns.

Technical Review Committee: There were seven (7) TRC meetings that took place in November and December. Meeting highlights include:

- Site Plan for Jones & Beach Engineering (Owners: The Dover Condominium & Essential Properties, LLC), located at 851- 888 & 829-833 Central Avenue. (Proposal is to convert former department store to Traene fitness facility consisting of 10 pickleball courts and fitness areas with a 24' wide driveway connection between the two parcels.)
- Site Plan for Mechanic Street Realty Trust, located at 9 11 Mechanic Street. (Proposal is to construct an 8,750 s.f., five (5) story mixed-use building, with commercial space on the first floor.)
- Site Review for 5 Sherman Street, LLC, located at 103 Court Street. (Proposal is to maintain an existing single-family dwelling and construct four (4) new single-family homes for a total of five (5) dwelling units with two (2) of the new single-family homes size-restricted to 1,400 square feet each.)
- Site Plan for Civilworks New England, n/o InSite Development Services, LLC (Owner: 914 Central Avenue, LLC), located at 914 Central Avenue. (Proposal is to construct a 10,075 s.f. childcare facility.)
- Site Plan for Summit Land Development, LLC (Owners: 16 Industrial Park, LLC), located at 14 Industrial Park Road. (Proposal is to construct a 14,560 s.f. warehouse and a 6,200 s.f. addition to the existing building)
- Site Plan Amendment for Jones & Beach Engineering (Owners: The Dover Condominium & Essential Properties, LLC), located at 851- 888 & 829-833 Central Avenue. (Proposal is to convert former department store to Traene fitness facility consisting of 10 pickleball courts and fitness areas with a 24' wide driveway connection between the two parcels.)
- Site Plan for JSR, LLC, located at Venture Drive. (Proposal is to construct an approximately 10,080 s.f. building with four (4) contractor bays and office space with associated parking and stormwater management.)

Municipal Alliance for Adaptive Management (MAAM): MAAM met on November 20, 2025 but did not meet in December. The meeting in November focused on recommendations for next steps with EPA/NHDES/Stakeholders, discussion of the CY26 budget, and an update to the Inter-Municipal Agreement.

Seacoast Stormwater Coalition (SSC): The SSC met on December 17, 2025, and topics included a presentation from PREP on their stormwater outreach tool kit, MS4 requirements for municipal redevelopment, and updates to the Stormwater Management Plan (SWMP).

Engineering:

In addition to supporting other City departments and working on Capital Projects, Engineering staff takes Service Calls from the public and responds to them as quickly as they can. The team meets regularly to review open Service Calls and discuss how to respond. The Table below shows the total Engineering related calls year to date and over the past month.

Time Period	Logged Service Calls	Resolved Service Calls
November 2025	8	4
December 2025	4	1
2025 YTD	169	149

Projects

Water Service Line Inventory (WSLI):

Community Services staff prepared and mailed out notifications for December 1, 2025, as required by the NHDES and the EPA, notifying customers in which the city does not have records of the material used in their water service. The notifications provide information on the next steps that the city is undertaking to continue to identify water services with unknown materials. Staff fielded calls and emails from customers in the month of December as a result of the notifications.

Cochecho Waterfront Redevelopment:

The private development continues to move towards completion with Building C expected to be ready for occupancy the end of January. The plaza area between Buildings C and D is almost complete with the exception of landscaping. Final pavement and striping have been installed across the entire interior parcel between C and D. The developer purchased Parcel 1-7 (Building F) in November and began ground improvements in December.

The public improvements continue to progress with completion of the granite bridge deck, and the installation of the stabilized stone dust area at the gateway to Nebi Park. The outlook area has been completed with the installation of the granite engraved City of Dover seal and flag pole. The shoreline rehabilitation in front of the Pavilion is scheduled to begin early January with the removal of the steel sheet pile bulkhead.

The contractor is nearing completion of the Seaport Way Extension (heading towards Maglaras Park) including drainage, new sewer connection for the existing residence abutting the work, and base pavement.

The Pavilion is now watertight, and the asphalt shingles have been installed. Electrical, HVAC, and plumbing work within the interior of the building is nearing completion. The granite steps in the rear of the building have been installed as well as the granite curbing and brick pavers.



The Waterfront comes alive at night with new street lighting as the Nebi Park pavilion keeps moving along.

Central Ave (Central Core Ph 1) WM Replacement:

The project, consisting of replacing the 1880s vintage watermain on Central Ave from Broadway to Abbey Sawyer Memorial Drive and on Abbey Sawyer Memorial Drive, was advertised to potential bidders in November 2025. A pre-bid meeting was held in early December 2025. The bids were opened December 18, 2025. S.U.R. Construction, Inc. was the apparent low bidder. Work is expected to take place in 2026 and continue into 2027.

Court Street and Union Street Reconstruction:

S.U.R. Construction, Inc., completed base course pavement installation on Court Street from Central Ave to Union Street in late November. All new stormwater drainage infrastructure on this section of Court St. is functional and in use. The below roadway stormwater drainage infrastructure on Union St. between Central Ave. and Court St. is complete. The contractor has laid the gravel roadway subbase on Union St. which will receive the base course of asphalt pavement in Spring of 2026. The contractor will continue to install drainage on Court St heading south of Union St during the winter months. Engineering staff will continue to work with residents in the project area to coordinate location for the new storm water service connections being provided at each property.



Hale Street and Locust Street Reconstruction:

S.U.R. Construction Inc. mobilized on December 8, 2025 and advanced construction quickly. SUR worked through the most challenging portion of the project during the first week, which consisted of shutting Locust St down near Hale St to all vehicular traffic. Locust St was re-opened to traffic on December 12, 2025. Work ceased between December 23, 2025 and January 2, 2025 for the holiday period. Work is anticipated to be substantially completed in mid-January 2026.



Hale & Locust Drainage Project

Fifth and Grove Reconstruction:

The contractor, N. Granese and Sons, has completed the final punch list items including pavement markings, installation of shields on the street lights, and installation of a Rapid Rectangular Flashing Beacon (RRFB) on Chestnut St at Fourth St. The project is now complete.

Henry Law Avenue/Payne Street Reconstruction:

The reconstruction project will include the installation of two underground stormwater management systems, and improvements to the sidewalk, roadway, and street lighting. Parking is anticipated to increase around the park as part of the work. The design consultant, Kleinfelder, has been working towards finalizing the contract documents with anticipation of bidding the project in mid-January.

County Farm Culvert Replacement:

The project includes the replacement of the existing culvert with two-larger sized culverts to increase the hydraulic capacity of the existing crossing. The design consultant, Apex, as completed the field investigations including soil borings, wetland delineation, and survey, and are moving into the design phase of the project.

Permit & License Summary Three Month Overview	Nov & Dec 2025
Driveway Permits:	7
Utility Licenses:	7
Paving Licenses:	4
Excavation Permits:	7
Certificate of Occupancy Inspections	0
Construction Permits	5
Obstruction Permits:	1
Sewer Connection Permit:	2
Septic Design Reviews:	3

There were three pre-construction meeting held in November and December consisting of Waterfront Private Development - Building F, Dover Highschool Athletic Fields, 376 and 378 Central Avenue.

Engineering Technician, Jordan Chambers, continues to conduct oversight of private construction projects approved by the Planning Board. Projects that are underway or have been completed include:

- 725 Central Ave Development (Central Ave and Brick Rd.)
- Mixed Use Residential – The Station (2 Grove St)
- Waterfront Private Development
- Pointe Place
- Fisher St. Residential (Lenox Dr)
- McIntosh Commons
- 59 Tolend Rd.
- 110-114 Silver Street
- 180 Tolend Road
- 17 Summer Street
- 73 Locust Street (Dover Public Library)
- Dover Fields (Route 108 & Mast Road)
- Gulf Rd / Oak St (Emerson Ridge)
- 136 Locust Street
- 34 Industrial Dr
- 1 Cold Springs Rd
- 44 Third St

Permits & Licenses

Permit & License Summary Month Overview	Three November & December 2025
Driveway Permits:	07
Utility Licenses:	07
Paving Licenses:	04
Excavation Permits:	07
Certificate of Occupancy Inspections	00
Construction Permits	05
Obstruction Permits:	01
Sewer Connection Permit:	02
Septic Design Reviews:	03

Construction Oversight:

Engineering Technician, Jordan Chambers, continues to conduct oversight of over 65 private construction projects approved by the Planning Board. Most recently, Saint Thomas High School at 197 Dover Point Road has been working on an addition. Other projects that

are underway or have been completed include:

- 725 Central Ave Development (Central Ave and Brick Rd.)
- Ember Dr (New Rochester Rd.)
- Mixed Use Residential – The Station (2 Grove St)
- Waterfront Private Development
- Chase Bank on Central Ave
- Pointe Place
- Fisher St. Residential (Lenox Dr)
- 48 Whittier St. Residential
- McIntosh Commons
- 59 Tolend Rd.
- 110-114 Silver Street
- 180 Tolend Road
- 17 Summer Street
- 73 Locust Street (Dover Public Library)
- Dover Fields (Route 108 & Mast Road)

Facilities, Grounds & Cemeteries

During November and December 2025, the Facilities, Grounds, and Cemeteries (FG&C) staff within Community Services continued to support City operations through a combination of routine maintenance, seasonal activities, and special projects

The FG&C division closed out the calendar year by resolving more than 1,100 Service Calls and more than 1,200 Work Orders demonstrating consistent progress in addressing operational demands.

FG&C Service Calls		
Time Period	Logged Service Calls	Resolved Service Calls
Nov-Dec 2025	152	146
2025 YTD	1,132	1,113

FG&C Work Orders		
Time Period	Logged Work Orders	Resolved Work Orders
Nov-Dec 2025	167	159
2025 YTD	1,284	1,264

Seasonal grounds work was a major focus in November. Crews spent several weeks collecting and removing leaves at Pine Hill Cemetery until weather conditions shifted to snow. With the onset of winter, staff transitioned fully into snow response operations. Crews actively supported snow events by maintaining assigned plow routes and ensuring safe access at City facilities, including City Hall, the Train Station, Indoor Pool, Information Services Building, Public Works Building, the Veterans Center, and four buildings at Pine Hill Cemetery.



Staff sanding and painting trash receptacles.

Staff also contributed to several community-focused and seasonal enhancement projects. Crews partnered with the Dover Doers group to decorate new light poles in Waldron Court and along the Joe B. Park Riverwalk. They assisted with the installation of the City Christmas Tree at Henry Law Park and supported the Lights Committee by helping decorate City Hall with holiday lights and wreaths.



F,G&C working with the Dover Doers to decorate new light poles.

In addition, crews continued ongoing maintenance projects, including sanding and repainting metal trash barrels at Henry Law Park, supporting both aesthetics and long-term asset preservation.

Overall, the November–December period reflected a balanced focus on core maintenance responsibilities, winter readiness, and community enhancement initiatives.

Facilities Projects:

Library Expansion Renovation:

The Dover Community Services Department, in collaboration with the Library Department, is pleased to report significant interior progress on the library renovation project over the past month. Following the successful completion of the building's exterior envelope and site paving, construction has moved into the final finishing stages. On the second and third floors, drywall installation is now complete, and walls have received their final coats of finish paint. The floors have also seen the installation of Acoustic Ceiling Tiles (ACT), and crews have transitioned into the final phase of mechanical work, beginning the installation of plumbing, electrical, and HVAC finishes such as lighting fixtures and air grilles.



New flooring has been installed in the library.

In the historic portion of the building, preservation efforts have reached an exciting milestone in the basement. The historical stacks have now been painted, marking a major step in preparing this unique structural feature for its new life as the children's book maze. This transformation honors the building's architectural heritage while creating an engaging, modern space for the community's youngest readers.

The project remains on schedule and continues to move forward smoothly. With the interior now protected from the elements and finishing trades making rapid gains, substantial completion remains anticipated for early 2026.

Griffin Well:

The City of Dover continues to make significant strides on the Griffin Well Building Upgrade project this month. Following the formal contract award to True Maintenance, construction has moved swiftly into the installation phase. Crews have successfully completed the installation of the main building roof, along with a specialized roof extension designed to protect the outdoor A/C condenser.

With the structural envelope nearing completion, the focus has shifted to the facility's internal systems. Electrical and HVAC teams are currently on-site installing the new heat pump system, which includes the outdoor condenser and two indoor mini-split units. This modern system will provide efficient heating and cooling for the space, replacing older infrastructure.

Jenny Thompson Pool:

The Community Services Department is making significant strides in the renovation of the Jenny Thompson Outdoor Pool, with project efforts now centered on major structural and mechanical milestones. A primary focus has been the completion of the pool shell, where crews have been steadily pouring the pool walls, leaving only 130 feet remaining to be completed. Additionally, contractors have begun work on the new gutter system around the perimeter of the pool, an important component of the facility's improved circulation and filtration design.

Parallel to the pool work, the site's support structures have seen substantial advancement. The concrete slab for the new maintenance and storage building has been successfully poured, and vertical construction of the building is now officially underway. To ensure the safety and convenience of the public during this active period, the pedestrian walkway was paved to provide a secure travel path for patrons of the adjacent ice arena. As site grading continues and mechanical upgrades move forward, the project remains on schedule, moving toward the next phase of the renovation.

City Hall HVAC Renovation:

The City Hall HVAC renovation project has reached a major milestone this month with the successful completion of the mini-split installation phase. Working efficiently to modernize the building's climate control, Palmer & Sicard has installed nine new mini-split units distributed across three primary office spaces. These units are powered by three high-capacity condensers positioned outside, creating a streamlined and effective cooling network. While the system is fully capable of providing reliable backup heat during the winter months, its primary purpose is

to serve as the building's principal air conditioning system, ensuring consistent comfort for staff and visitors.

The contractor successfully finalized the routing of all updated refrigerant and condensate lines, integrating the new infrastructure into the existing mechanical spaces. This work was conducted with careful coordination to ensure that the installation within the office suites caused minimal disruption to daily City Hall operations. The project remains strictly on schedule, and the completion of this phase represents a significant investment in the facility's long-term energy efficiency and system reliability. With these nine units now fully operational, the building is better equipped to maintain a stable and comfortable environment moving forward.

Streets & Stormwater

Between November 24th and December 31, 2025, the Community Services Department responded to ten (10) winter weather events. Late November and early December Late was dominated by multiple icing events which required treatment of roadways and sidewalks but resulted in minimal to no snow accumulation.

Snow-producing events began in early December. Dover experienced five measurable snowfalls during the reporting period, with accumulations ranging from approximately 1.5 inches to 7.5 inches. The largest event occurred on December 23th-24th, generating approximately 7.5 inches of snow citywide, followed by the December 2nd-3rd storm, which produced approximately 7 inches. A mid-December event resulted in approximately 3.5 inches of accumulation. Cleanup operations were conducted on December 11th and 26th in response to prior snowfall, with no additional accumulation recorded.

Overall, winter operations to date have been characterized by an increased frequency of icing conditions early in the season, followed by several moderate snowfall events later in December. Total snowfall for the period is estimated at approximately 19.5 inches.

According to the National Weather Service's NOAA's Climate Prediction Center, La Niña conditions, while still present, appear to be weakening and have roughly a 75% chance of transitioning to El Niño-Southern Oscillation (ENSO)-neutral during January-March 2026. According to NOAA, ENSO-neutral conditions occur when ocean temperatures are near average making seasonal outcomes less predictable.

*****See Weather Event Summary attached to this report.**

During November, the Streets and Stormwater staff focused on completing critical fall maintenance and transitioning operations in preparation for the coming winter season. Catch basin cleaning activities were substantially completed prior to the onset of freezing conditions and will resume in the spring. Crack sealing operations were also conducted to preserve roadway surfaces and mitigate further deterioration during winter freeze-thaw cycles. In parallel, winter preparation activities were fully underway, including equipment readiness, material

staging, and operational planning to ensure the City was prepared for early-season weather events.

December operations were dominated by winter weather response. CS crews shifted fully into winter operations mode, responding to multiple icing events and snowstorms throughout the month. Activities included pretreatment and treatment of roadways and sidewalks, snow plowing, sanding, salting, and post-storm cleanup operations as conditions warranted. Staff maintained readiness for successive events and adjusted operations to address changing weather patterns, including frequent icing early in the season followed by moderate snow accumulations later in the month.

Service Calls		
Time Period	Logged Service Calls	Resolved Service Calls
November & December 2025	216	187
2025 YTD	1062	1006

Solid Waste

The city averaged approximately 4,060 tons of trash and 2,301 tons of recycling during this period, which remains consistent with historical averages.

The Recycling Center received between 250 and 300 tons of leaves between November and mid-December. Curbside leaf pickup yielded at least 107 tons as of December.

A new policy was implemented requiring residents to remove leaves from landscape bags due to recurring contamination issues (e.g., sheetrock and trash).

Annual brush grinding was completed in late December at a cost of approximately \$35,000 to \$40,000. The resulting material is sent to a processor in Massachusetts to be dyed and sold as ground cover for landfills.

The division recently added a new worker at the Recycling Center, which has already assisted in reducing material contamination.

Public outreach at Apple Harvest Day showed strong resident support for the upcoming transition to toters, though many expressed concerns regarding storage for the units and the 2027 implementation timeline. The City is planning a full year of resident education before the program's July 1, 2027 finalization. Efforts will include collaboration with the Planning Department's resilience coordinator and potential "welcome packages" for new residents.

For the upcoming budget, the division anticipates requesting:

- Two new roll-off containers (approx. \$18,000 each).
- Replacement of the Recycling Center's entrance and exit gates (\$3,000).
- 5–6 sets of new downtown trash cans to replace damaged units (\$3,000 per set).

Utilities Division

During November and December, the Community Services Utilities Crews were actively engaged in maintaining and repairing critical water and sewer infrastructure across the City of Dover. Crews responded to and repaired multiple water main failures at several locations, including Sixth and Maple Streets, Washington and Arch Streets, the Ham and Park Street intersection, and Mount Vernon Street. These repairs involved addressing deteriorated cast iron and ductile iron mains, replacing compromised sections of pipe, and restoring system integrity to minimize service disruptions for residents and businesses.

In addition to emergency and corrective water main work, the Utilities Division completed annual hydrant pumping activities and successfully thawed approximately five hydrants to ensure continued winter operability. Sewer-related work included responding to backup concerns in the north end, where crews coordinated with a private contractor to confirm that three (3) buildings were connected to a shared service line, helping to clarify the source of the issue and support appropriate resolution efforts. Severe Drought conditions are expected to improve. With system demand dropping and water conservation measures in place, historically winter will lead to improving water levels.



Broken drain line and old gas line encountered prior to locating the water main on Mount Vernon St

Throughout this period, Utilities Crews also provided essential support for winter operations, assisting with plowing and sanding during snow and ice events. The division strengthened its operational capacity with the delivery of new equipment, including a vacuum truck for Water Service Line Inventory (WSLI) potholing, a Volvo mini-excavator, a Volvo mid-size excavator, and a specialized sewer easement machine designed to improve access and maintenance in hard-to-reach sewer corridors.



New equipment has been secured to replace less reliable vehicles. The new Vac Truck for WSLI potholing is pictured to the right.

Between November and December 2025, the Utilities Division logged 228 service calls, many associated with the ongoing WSLI project and scheduled in advance, with 52 calls resolved during this period. Sewer collection-related calls totaled five, all of which were resolved, reflecting continued progress in addressing both routine and project-related service demands.

Water Treatment

Total Water Produced: 58,348,111 gallons

Average Daily Production: 1.88 million gallons per day (MGD)

One primary water treatment plant operated continuously (24 hours per day), while two additional treatment plants were brought online during periods of higher system demand. Operators continued to actively balance well withdrawals by rotating production and providing recovery periods to support aquifer recharge. Groundwater well levels remain low due to ongoing severe drought conditions, requiring continued operational adjustments to maintain system reliability while minimizing long-term impacts to the aquifer. Despite these constraints, all facilities maintained full functionality while meeting system demand.

Precipitation: 4.27 inches for December

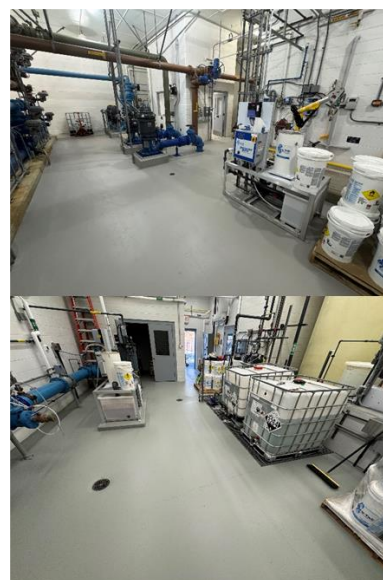
Groundwater Conditions: Low across all aquifers.

Drought Status: Severe Drought; 100% of New Hampshire continues to be classified as dry or in drought conditions, with the majority of the state categorized as Severe Drought.

- Although some short-term rebounds in stream and river levels were observed following late fall rain events, dry ground conditions moderated longer-term gains.
- Stream flows across the state remain below normal for this time of year.
- Winter lake drawdowns across New Hampshire are now complete, further limiting opportunities for groundwater and surface water recovery.

Operators will continue strategic well resting and cautious production management during the winter season.

One of the major projects completed during the winter downtime was painting (Battleship Gray) the floors at multiple water treatment facilities. Many of these buildings had never been painted, and the new floor coatings significantly improved both appearance and housekeeping conditions. Floor painting was completed at the Calderwood and French Cross Water Treatment Plants, making these facilities cleaner, brighter, and easier to maintain.



WTP newly painted floors

One of the challenges continues to be difficulties associated with caustic soda systems. The 50% caustic solution used for pH adjustment begins to crystallize at temperatures below approximately 60°F, making winter operation particularly difficult. Despite maintaining chemical room temperatures above 70°F and installing heat tape on all caustic injection lines, operators continued to experience issues with caustic lines freezing. Operators continue monitoring these systems, responding quickly to freezing events and making adjustments to ensure uninterrupted chemical feed and safe operation.

One of the repairs addressed this month involved a caustic system pump failure at the Lowell Water Treatment Plant. Operators observed a pH drop late at night, initially indicating a potential pump failure. Using SCADA, the system was remotely switched to the redundant caustic pump, restoring proper chemical feed and maintaining treatment stability. Operators rebuilt the failed pump the following day and returned it to service. The attached image documents the caustic pump failure alarm captured during the event.



Crystallization of 50% caustic solution.

Two water quality complaints were received during the month. Both were investigated and determined not to be related to the water treatment or distribution system. The water being provided met all treatment goals and regulatory requirements in both cases.

Water Treatment Service Calls			Water Treatment Work Orders
Time Period	Logged Service Calls	Resolved Service Calls	Work Order Completed
December 2025	3	3	37
2025 YTD	153	153	606

All water quality results are within state and federal drinking water standards.

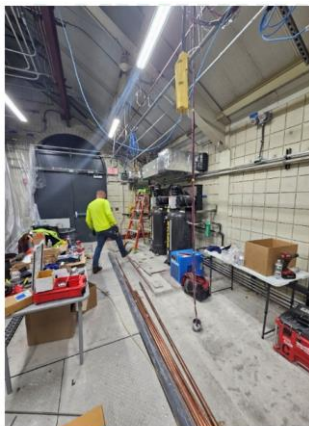
- I. All 30 'absence of bacteria' monthly system samples have been collected / submitted to independent lab and are all confirmed to be absent of bacteria.
- II. December Artificial Recharge report has been submitted. No water recharged.
- III. December Fluoride report has been submitted. All levels within compliance.
- IV. Q4 DBP Report has been submitted. All levels within compliance.
- V. A Temporary water discharge permit was granted by NHDES for Cummings Well Cleaning.

Wastewater Treatment Plant & Pump Stations

November Metrics for WWTP	
Wet Tons Biosolids Processed:	250.69 Tons
Gallons of Septage Received:	41,550 Gallons
Million Gallons Wastewater Treated/Discharged:	56.08 MG
Million Gallons of Average Daily Flow:	1.87 MGD
Peak Flow:	2.16 MGD
Wastewater Work Orders:	283

December Metrics for WWTP	
Wet Tons Biosolids Processed:	312.62 Tons
Gallons of Septage Received:	26,700 Gallons
Million Gallons Wastewater Treated/Discharged:	63.73 MG
Million Gallons of Average Daily Flow:	2.06 MGD
Peak Flow:	5.38 MGD
Wastewater Work Orders:	278

The River Street Pump Station has received significant upgrades to enhance operational efficiency and site integrity. Crucially, VFDs have been successfully installed on both Pump 1 and Pump 2, a modernization step that provides greater control, improved energy efficiency, and reduced wear on the equipment. The project is nearing completion which is scheduled for 2026



Compressors have been moved from the basement up to the primary level for the River St. pump station.



Double walled piping installed for Sodium Hypochlorite.

The 3rd Secondary Clarifier Project demonstrated strong progress in November as the concrete for the base slab was poured in November along with one section of the clarified wall. Shown below, work continues on pouring the slab for the 3rd Secondary Clarifier at the WWTP.



Finance Department

Administration:

On October 1, 2025, Director of Finance, Daniel Lynch and Deputy Finance Director, Ann Legere, along with City Clerk Tax Collector, Jerrica Vansylyvong-Bizier attended the first session of the Incident Command System (ICS) overview along with other city staff at the Police Emergency Operation Center. These sessions were presented and facilitated by Paul Raymond of PDR Strategies. Learning Objectives for this session included an overview of the ICS Chain of Command. Session II Orientation to the Emergency Operations Plan was held October 8th and Session III Form Plan to Action was held October 22nd.

On October 8, 2025, Deputy Finance Director, Ann Legere attended a webinar titled DEI Mandates & Executive Orders. The presenter was Brian Tipton of Federal Grants Training. Learning Objectives include learn how organizations can balance their values, support their workers, and maintain their grant funding, as well as you will be able to outline the recent Executive Orders and describe their effects on Diversity, Equity, and Inclusion (DEI) efforts.

On October 22, 2025, Anna Drew, Kelly Rexroad, Elaina Woodill, and Nicole Moylan from the Assessing office attended the Vision NH User Summit in Bedford, NH. The summit was a sponsored by Vision Government Solutions. Learning Objectives included Beyond the Basics of Vision 8 and GIS & Taxpayer Tools for New Hampshire Government.

On November 13, 2025, Deputy Finance Director Ann Legere, attended a webinar called Essential Tools for Effective Payable Policies and Procedures in the Treasury Department

Sponsored by GFOA. Learning Objectives included setting policies for effective and safe processing of payments.

On November 18, 2025, Deputy Finance Director Ann Legere, attended a webinar called Defending Against Modern Payments Fraud and Strategies in a Digital Era sponsored by Citizens Bank. Learning Objectives included best practices for detecting and mitigating advanced fraudster schemes, helping our company remain resilient in a digital era.

On November 19, 2025, Deputy Finance Director Ann Legere and City Treasurer, Julie Labonte, attended a webinar for the new NHPDIP Portal sponsored PTMA Financial Solutions. Learning Objectives included new portal migration and set up with Multi Layered Security processes.

On November 19-20, 2025 Donna Langley, City Assessor and Milana Fiorenza, Assistance City Assessor attended the NHMA conference at DoubleTree in Manchester, Sponsored by NHMA. Learning Objectives included to attend Assessing Education Sessions.

On December 4, 2025, Milana Fiorenza, Assistant City Assessor attended the Power of Emotional Intelligence: Collaboration and Productivity in the Workplace at Primex in Concord. Learning Objectives included learning to maximize productivity by recognizing my own and others emotional cues. After recognizing the cues then working on how to appropriately apply feedback in a professional setting.

December 8 through 11th, 2025 the following individuals attended New Hampshire State Statutes Part II Course at NH Department of Revenue in Concord.

- Anna Drew -Tax Assessment Data Technician
- Nicole Moylan - Assessing Data Technician
- Elaina Woodill - Assessing CAMA Data Technician

Learning Objectives included: Board of Tax & Land Appeals, Utilities, DRA Role in Local Property Tax Assessment, DRA Assessment Review, DRA Revaluation Monitoring, Current Use, Equalization & MS-1, Excavation Tax, and Yield Tax (Timber Tax).

On December 17, 2025 Finance Director Daniel Lynch attended a 1 hour webinar conducted by the NH Insurance Department regarding the recently adopted SB 245 that establishes billing standards for Ground Ambulance services and reimbursement standards for insurance carriers.

On December 30, 2025, Esina Navarro, Executive Secretary Attended 'What is Generative AI?' Online Webinar, sponsored by LinkedIn Learning. Learning Objectives included: Possibilities of AI, what to expect now or in the Future, and how to use in a day to day basis.

On December 30, 2025, Esina Navarro, Executive Secretary Attended 'Excel Spreadsheet Design: Extreme Makeover' online Webinar Sponsored by LinkedIn Learning. Learning Objectives included setting up sheets to be visually understandable without using typical gridlines.

City Clerk Tax Collection (CC/TC)

The City Clerk/Tax Collection office was busy testing new voting machines in advance of the November 4th municipal election. Two training/testing sessions were conducted in preparation of the November election, which is the first time the new voting machines would be in use.

The municipal election held on November 4, 2025, marked the first use of the City's new VotingWorks machines. The implementation was smooth and successful, and voter turnout for the election was 24.8%.

Finance / Accounting / Purchasing

On Wednesday October 15th the City's FY2027-FY2032 Capital Improvements Plan (CIP) was presented at a joint meeting of the City Council and Planning Board.

At the end of November 2025, the city closed on the sale of City Owned Real-estate Tax Map 3 Lot 9 Old Mill Lane located in Rollinsford NH in the amount of \$510,000. Funds are to be used for the Dover share of Strafford County new Warming Center to be built on County Property.

The Property Tax Rate for FY2026 has been calculated and certified at \$19.68/\$1,000 of property value by the NH Department of Revenue Administration (DRA). Tax bills were mailed out starting December 15th. The first half of the tax bill is due Tuesday January 20, 2026. The second half of the tax bill will be due Monday June 1, 2025.

On December 10, 2025 the City Council adopted the FY2027 through FY2032 Capital Improvements Plan. In conjunction with approving the CIP Plan, City Council approved FY2027 appropriations of \$4,604,492 for Non-debt (capital reserve) financed CIP Projects. The City Council also approved \$15,657,980 for FY2027 appropriations for debt (bonding) financed CIP projects.

Tax Assessment

On Monday October 6th, Elaina Woodill began her employment as a Tax Assessing CAMA Data Technician. Welcome aboard Elaina!

As of October 18th, the Assessing office began working in the City's new CAMA system to update two years of property inspections data. Once the inspections data input is complete a draft report of assessed values will be generated from the new CAMA system to compared to the Tax Year 2025 MS-1 (Report of Assessed Values) submitted to NH Department of Revenue Administration. Once the new CAMA system is reconciled to the TY2025 MS-1 values, the new CAMA system will be the system of record for future tax years' assessing work.

Water/Sewer Utility Billing

On October 6, 2025 the office completed the September 2025 monthly billing of 25.5 million gallons of usage for 849 accounts, representing a total amount billed of \$641,634.04.

On November 1, 2025 the office completed the 3rd Quarter billing that was for the period of July 1, 2025 through September 30, 2025, which was for 98.9 million gallons of usage for 8,648 accounts, representing a total amount billed of \$2,618,701.25

On November 4, 2025 the office completed the October 2025 monthly billing of 19.7 million gallons of usage for 846 accounts, representing a total amount billed of \$500,278.14.

On December 8, 2025 the office completed the November 2025 monthly billing of 24.9 million gallons of usage for 849 accounts, representing a total amount billed of \$641,509.82.

Bid Solicitation – October, November & December 2025

Department	Bid #	Bid Date	Description
CS	B26012	10/3/2025	Water Cooling Tower
CS	B26026	10/15/2025	HVAC System Installation and Upgrades to Griffin Well Building
CS	Q26-003	10/30/2025	Highway Signs and Posts
Executive	Q26-004	11/5/2025	Employee Holiday Luncheon
CS	B26018	11/13/2025	Central Ave Urban Core Water Improvements Phase 1 CDS Grant
CS	B26033	11/17/2025	Purchase of Six (6) Ford Pick Ups
CS	B26035	11/24/2025	2026 NH Exotic Aquatic Plant Control Services
CS	Q26-005	12/5/2025	Overhead Door Repairs and Maintenance
Planning	B26029	12/12/2025	Professional Consulting Services - Transportation Chapter of the Master Plan
CS	B26038	12/23/2025	Plumbing and Heating Services As Needed
CS	Q26-007	12/30/2025	Plastic Recycling Bins

Purchase Orders over \$5,000 for October 2025:

Department/Division	PO Date	Vendor	Amount
City Finance Office	10/27/2025	STRYKER MEDICAL	\$5,122.01
City Finance Office	10/27/2025	GARRISON PAINTING CO	\$6,000.00
City Info Tech	10/21/2025	D&D ELECTRICAL CONTRACTORS, INC.	\$8,320.00
City Info Tech	10/30/2025	DELL MARKETING L.P.	\$13,260.18
City Info Tech	10/30/2025	DELL MARKETING L.P.	\$18,286.18
Community Services	10/1/2025	DONOVAN EQUIPMENT CO, INC.	\$8,675.00
Community Services	10/9/2025	SUR CONSTRUCTION, INC.	\$7,000.00
Community Services	10/10/2025	TRITECH ENGINEERING CORP	\$15,100.00
Community Services	10/10/2025	GRAPPONE FORD	\$56,545.00
Community Services	10/20/2025	MINUTEMAN SECURITY & LIFE SAFETY	\$9,680.00
Community Services	10/22/2025	DLT SOLUTIONS, LLC	\$5,967.46
Community Services	10/22/2025	SUR CONSTRUCTION, INC.	\$10,000.00
Community Services	10/22/2025	INNOVATIVE MUNICIPAL PRODUCTS US	\$17,415.00

Community Services	10/24/2025	CHADWICK BAROSS, INC.	\$229,391.00
Community Services	10/30/2025	SCHERBON CONSOLIDATED, INC.	\$5,227.43
Community Services	10/30/2025	WASTE MANAGEMENT OF NH	\$10,512.45
Fire and Rescue	10/2/2025	GREENWOOD EMERGENCY VEHICLES	\$39,090.15
Fire and Rescue	10/7/2025	MICHAEL R. HORSCH SALES, INC.	\$52,400.00
Fire and Rescue	10/9/2025	INDUSTRIAL PROTECTION SERVICES, INC	\$5,158.95
Fire and Rescue	10/17/2025	BERGERON PROTECTIVE CLOTHING LLC	\$8,420.00
Fire and Rescue	10/22/2025	USED CONEX, LLC	\$8,925.00
Fire and Rescue	10/23/2025	WITMER PUBLIC SAFETY GROUP, INC.	\$10,253.94
Fire and Rescue	10/23/2025	NOBLE SUPPLY & LOGISTICS, LLC	\$19,350.00
Fire and Rescue	10/30/2025	SULLIVAN TIRE COMPANY	\$5,600.00
Police	10/8/2025	OMNI INSTITUTE	\$30,000.00
Police	10/27/2025	DELL MARKETING L.P.	\$6,684.60
Police	10/30/2025	CANFIELDS COLLISION & CLASSICS, LLC	\$9,750.00
Public Library	10/2/2025	TUCKER LIBRARY INTERIORS, LLC	\$154,913.90
Public Library	10/16/2025	NORTHEAST ELECTRICAL	\$20,775.00
Public Welfare	10/20/2025	STRAFFORD COUNTY COMMISSIONERS	\$75,000.00
Recreation	10/17/2025	MINUTEMAN SECURITY & LIFE SAFETY	\$6,199.00
Recreation	10/22/2025	SIEMENS INDUSTRY, INC.	\$7,200.54
Recreation	10/30/2025	CITY OF DOVER-WATER~SEWER DEPT.	\$13,705.64
Recreation	10/30/2025	CITY OF DOVER-WATER~SEWER DEPT.	\$25,690.60
Recreation	10/30/2025	CITY OF DOVER-WATER~SEWER DEPT.	\$27,973.76

Purchase Orders over \$5,000 for November 2025:

Department/Division	PO Date	Vendor	Amount
City InfoTech	11/7/2025	DOCUPHASE, LLC	\$6,436.40
City InfoTech	11/18/2025	SHI INTERNATIONAL CORP	\$13,021.17
City InfoTech	11/20/2025	LEXISNEXIS	\$7,968.00
City InfoTech	11/25/2025	RED RIVER TECHNOLOGY, LLC	\$6,468.61
City InfoTech	11/25/2025	RED RIVER TECHNOLOGY, LLC	\$10,102.35
Community Services	11/4/2025	PROGRESSIVE ELECTRICAL SERVICES	\$8,970.00
Community Services	11/4/2025	HOWARD P FAIRFIELD, LLC	\$11,393.45
Community Services	11/7/2025	SCHERBON CONSOLIDATED, INC.	\$5,468.50
Community Services	11/10/2025	NEW HAMPSHIRE PRINT & MAIL SERVICES	\$10,739.39
Community Services	11/12/2025	BROX INDUSTRIES, INC.	\$10,000.00
Community Services	11/12/2025	K5 CORPORATION	\$38,673.50
Community Services	11/12/2025	WIN WASTE INNOVATIONS	\$51,192.60
Community Services	11/13/2025	CHADWICK BAROSS, INC.	\$76,702.58
Community Services	11/13/2025	WRIGHT-PIERCE	\$682,600.00

Community Services	11/14/2025	SUR CONSTRUCTION, INC.	\$292,710.00
Community Services	11/18/2025	EJ PRESCOTT, INC	\$5,847.00
Community Services	11/19/2025	MAHER SERVICES, LLC	\$71,332.00
Community Services	11/25/2025	F.W. WEBB	\$5,460.00
Community Services	11/25/2025	FERGUSON WATERWORKS	\$5,873.01
Community Services	11/25/2025	GZA GEOENVIRONMENTAL, INC	\$7,950.00
Community Services	11/25/2025	STILES COMPANY INC.	\$8,895.78
Community Services	11/25/2025	EJ PRESCOTT, INC	\$17,771.80
Community Services	11/26/2025	STATE OF NH-DES-WETLAND BUREAU	\$8,750.00
Executive	11/10/2025	DRUMMOND WOODSUM	\$12,000.00
Executive	11/21/2025	SHEEHAN, PHINNEY, BASS & GREEN	\$12,000.00
Fire and Rescue	11/4/2025	ZOLL MEDICAL CORPORATION	\$15,281.93
Fire and Rescue	11/12/2025	GARRISON PAINTING CO	\$5,243.00
Fire and Rescue	11/18/2025	STRYKER EMS	\$7,565.00
Fire and Rescue	11/18/2025	2 WAY COMMUNICATIONS SERVICE, INC.	\$8,714.32
Fire and Rescue	11/20/2025	NEGM ELECTRIC, LLC.	\$7,332.09
Planning	11/14/2025	SUR CONSTRUCTION, INC.	\$169,595.00
Recreation	11/19/2025	CITY OF DOVER-WATER~SEWER DEPT.	\$10,547.00

Purchase Orders over \$5,000 for December 2025:

Department/Division	PO Date	Vendor	Amount
City Finance Office	12/16/2025	DOVER LANDFILL BELLAMY TRUST	\$1,378,550.00
City Finance Office	12/18/2025	MS GOVERN	\$59,994.00
City Info Tech	12/11/2025	TYLER TECHNOLOGIES, INC.	\$39,936.00
City Info Tech	12/11/2025	SECURADYNE SYSTEMS INTERMEDIATE	\$113,361.56
City Info Tech	12/15/2025	TIMECLOCK PLUS LLC	\$7,940.75
Community Services	12/1/2025	OLD STAGE ENTERPRISES, LLC	\$5,000.00
Community Services	12/1/2025	GARRY PERKINS CONCRETE	\$5,000.00
Community Services	12/1/2025	MACKINNON & SONS EXCAVATING, LLC	\$5,000.00
Community Services	12/23/2025	DIG SAFE SYSTEMS INC.	\$5,260.80
Community Services	12/1/2025	KOUL CONTRACTING, LLC	\$15,000.00
Community Services	12/1/2025	NORMAN R. GAGNON CONSTRUCTION	\$25,000.00
Community Services	12/1/2025	BOB SHERWOOD LANDSCAPE CO., LLC.	\$25,000.00
Community Services	12/1/2025	TRUSTED MAINTENANCE SOLUTIONS	\$67,615.00
Community Services	12/4/2025	NEGM ELECTRIC, LLC.	\$5,750.00
Community Services	12/4/2025	CONTECH ENGINEERED SOLUTIONS, LLC	\$10,200.00
Community Services	12/4/2025	SHEA CONCRETE PRODUCTS	\$15,348.78
Community Services	12/9/2025	GRANITE STATE ANALYTICAL SERVICES	\$85,720.00
Community Services	12/11/2025	K-FLY, LLC DBA EASTERN WEAR PARTS	\$6,485.00

Community Services	12/11/2025	ROBERT H. IRWIN MOTORS, INC.	\$39,292.00
Community Services	12/11/2025	ROBERT H. IRWIN MOTORS, INC.	\$57,071.00
Community Services	12/11/2025	ROBERT H. IRWIN MOTORS, INC.	\$57,071.00
Community Services	12/11/2025	ROBERT H. IRWIN MOTORS, INC.	\$64,103.00
Community Services	12/11/2025	ROBERT H. IRWIN MOTORS, INC.	\$67,805.00
Community Services	12/11/2025	ROBERT H. IRWIN MOTORS, INC.	\$85,324.00
Community Services	12/12/2025	STEVEN HALL	\$9,926.00
Community Services	12/12/2025	NEW COM METAL PRODUCTS GROUP	\$10,160.00
Community Services	12/12/2025	JEFFRY BROWN	\$19,852.00
Community Services	12/12/2025	ROBERTS WATER TECHNOLOGIES, INC.	\$191,550.00
Community Services	12/17/2025	MAHER CORPORATION	\$6,748.00
Community Services	12/23/2025	EJ PRESCOTT, INC	\$5,847.00
Community Services	12/23/2025	MARTINI NORTHERN, LLC	\$135,400.00
Community Services	12/30/2025	YSI, INC	\$24,200.00
Fire and Rescue	12/2/2025	NATIONAL WRECKER, INC.	\$14,734.62
Fire and Rescue	12/11/2025	FIRE TECH & SAFETY OF NEW ENGLAND,	\$68,254.68
Fire and Rescue	12/12/2025	INDUSTRIAL PROTECTION SERVICES, INC	\$5,816.85
Fire and Rescue	12/23/2025	DENNIS MUNSON PLUMBING HEATING	\$5,307.41
Fire and Rescue	12/23/2025	INDUSTRIAL PROTECTION SERVICES, INC	\$5,961.70
Fire and Rescue	12/23/2025	FIRE TECH & SAFETY OF NEW ENGLAND	\$7,344.00
Fire and Rescue	12/30/2025	FIRE TECH & SAFETY OF NEW ENGLAND	\$17,400.00
Planning	12/8/2025	JESSICA MARCHANT	\$5,280.00
Police	12/12/2025	END2END PUBLIC SAFETY	\$9,587.40
Police	12/17/2025	DEDHAM SPORTSMENS CENTER, INC.	\$17,952.00
Police	12/23/2025	MCFARLAND FORD SALES, INC.	\$280,220.00
Public Library	12/1/2025	AMAZON.COM	\$15,000.00
Public Library	12/19/2025	NATIONAL LIBRARY RELOCATIONS, INC.	\$30,586.50
Recreation	12/4/2025	CARRIER CORPORATION	\$7,960.72

Fire & Rescue

Calls for Service / Activity Statistics

Responses are tracked and categorized using the National Fire Incident Reporting System (NFIRS), with incidents typically classified into the following categories:

- Fires
- Medical Emergencies
- Hazardous Conditions (e.g., gas leaks, downed power lines)
- False Calls (good intent)
- Non-Emergency Requests

Calls for Service – Monthly Comparison		
	Number of Calls	Average calls in 24-hr period
April	544	18
May	617	20
June	665	22
July	627	20
August	601	19
September	566	19
October	606	20
November	591	18
December	632	19

The department responded to a structure fire at 399 Sixth Street where crews encountered heavy fire conditions upon arrival. Firefighters quickly established command, secured a reliable water supply, and deployed multiple handlines to aggressively attack the fire and prevent further extension. Crews operated under challenging conditions while conducting coordinated interior operations, ventilation, and primary searches to ensure the safety of any occupants and firefighters on scene. Through strong command, effective communication, and disciplined fireground operations, the fire was brought under control and damage was limited as much as conditions



allowed. This incident highlights the value of training, preparedness, and teamwork, and the response reflects the high level of professionalism and dedication demonstrated by Dover Fire & Rescue personnel. The actions taken by the crews and officers involved exemplify their commitment to firefighter safety and the protection of life and property within the community.



In October, the department completed its annual required hose and ground ladder testing, a critical component of ensuring firefighter safety and operational reliability. While this process is time-consuming, it is essential to confirming that the equipment our firefighters depend on in high-risk, life-saving situations will perform as expected.

Approximately 28,000 feet of fire hose was tested under pressure to verify strength, integrity, and reliability, helping identify hidden wear or damage that may not be apparent during routine inspections. In addition, all department ground ladders were tested to confirm structural integrity and load-bearing capability. Together, these efforts significantly reduce the risk of equipment failure during emergency operations, enhance firefighter confidence on the fireground, and ensure the department remains ready to protect both its personnel and the community. the department and the community we serve.

The department conducted a comprehensive training session focused on fire department–built standpipes and their critical role in firefighting operations within multi-story and complex buildings. A standpipe is a system of piping, either permanent or temporary, that allows firefighters to deliver water to upper floors or remote areas of a building without having to stretch long hose lines from the ground. All department personnel received hands-on instruction from outside instructor David Quick, who is widely regarded as an expert on standpipe systems and fireground water supply operations. The training emphasized proper design, deployment, and use of fire department–built standpipes to improve water delivery, reduce hose stretches, and enhance firefighter safety during interior operations. This training strengthens operational effectiveness in taller and commercial structures, reinforces best practices for high-risk environments, and ensures crews are prepared to operate efficiently and safely when confronted with challenging building layouts.



The department provided a comprehensive overview and refresher training on Blue Card terminology for all suppression personnel. This training reinforced the use of a standardized, nationally recognized command language to improve fireground communications, incident management, and decision-making. Emphasis was placed on clear command structure, strategic priorities, accountability, and effective resource deployment. Regular refresher training on Blue Card terminology ensures officers and firefighters share a common operational language, enhances situational awareness during high-risk incidents, and supports safer, more efficient emergency operations for both responders and the public.

Department-wide high-angle rescue training continued throughout October, further strengthening our ability to safely and effectively operate in complex rescue environments. Training was conducted at each station to ensure all personnel were proficient in core skills, equipment use, and safety procedures. These foundational sessions were complemented by more challenging, scenario-based evolutions conducted at the Garrison Tower, allowing crews to apply their skills in a realistic, high-risk setting. This progressive training approach ensures consistency across the department, builds confidence, and prepares firefighters to perform technical rescues safely and efficiently when operating at height or in difficult terrain.



Through a strong public-private partnership, Dover Fire & Rescue personnel trained alongside industry experts during a high-quality propane emergency response program hosted by DF Richard Energy. Firefighters received hands-on instruction focused on propane systems, hazard recognition, leak control, and emergency mitigation in realistic conditions, directly enhancing operational safety and response effectiveness. By leveraging the expertise, facilities, and instructors provided by DF Richard Energy, the department was able to deliver specialized training at no cost to the City, resulting in significant cost savings while still providing exceptional, real-world training for our personnel. This partnership demonstrates the value of collaboration in strengthening preparedness while being fiscally responsible.

All department members participated in Patient Interfacility Transfer (PIFT) EMS training, which focuses on the safe and effective transport of patients between healthcare facilities. This training emphasized thorough patient assessment, continuity of care, medical equipment management, and clear communication with sending and receiving facilities. PIFT responses often involve patients with complex medical conditions who require a higher level of care or specialized services. This training ensures personnel are prepared to manage these transports safely, maintain high clinical standards, and provide seamless patient care while supporting regional healthcare systems and positive patient outcomes.

Ten Dover Fire & Rescue personnel attended an extensive IAFF-sponsored confined space training program held at the Portsmouth Naval Shipyard. This high-level program focused on the recognition, assessment, and rescue operations associated with complex confined space incidents, providing firefighters with advanced skills that are difficult to replicate locally. Training at an active industrial facility added significant real-world value, exposing participants to realistic hazards, layouts, and rescue challenges. Notably, much of this training was completed while firefighters were off duty, with members volunteering their personal time to gain this valuable expertise. Their commitment reflects a strong dedication to professional development, firefighter safety, and delivering the highest level of service to the community. This training strengthens the department's technical rescue capabilities and highlights the positive impact of labor-management and regional partnerships on preparedness and safety.

Critical personnel training on the City's Emergency Operations Plan (EOP) and Emergency Operations Center (EOC) was conducted as part of a three-part training series for all department heads and key city staff. This training emphasized the critical role the EOP plays in guiding coordinated response and recovery during large-scale emergencies, as well as the function of the EOC as the central hub for command, communication, and resource coordination. Participants reviewed roles and responsibilities, activation protocols, and operational workflows, and participated in scenario-based discussions to reinforce practical application. This training strengthens citywide readiness, improves interdepartmental coordination, and ensures leadership is prepared to manage complex incidents that extend beyond routine emergency response.

The department's annual Fire Safety Festival is a cornerstone of our community risk reduction and public education efforts, providing an engaging and memorable way to teach children and families about fire safety. The festival combines age-appropriate safety messaging with interactive activities and live demonstrations designed to help participants understand how to prevent fires, respond safely in emergencies, and recognize the role of firefighters in protecting the community. By delivering these lessons in a fun, hands-on environment, the Fire Safety Festival reinforces critical safety behaviors that children carry home to their families, making it one of the most impactful fire prevention initiatives the department offers.

The success of the Fire Safety Festival would not be possible without strong partnerships and an extraordinary commitment of time and energy. The department extends sincere thanks to local teachers and school administrators for their collaboration and support in coordinating student participation and reinforcing safety lessons in the classroom. Equally important is the dedication of our firefighters, who volunteered countless hours to write and perform the fire safety show, build sets and props, and engage directly with students. Their willingness to contribute their time off duty reflects a deep commitment to public service and education. Fire safety education saves lives, and this event is a powerful example of how proactive prevention efforts help keep our community safe.

The Fire Department recently hosted a session of the City's Citizens Leadership Academy, providing citizens with an in-depth look at the department's mission, capabilities, and operational challenges. The session combined valuable informational presentations with engaging, hands-on demonstrations that highlighted the skill, professionalism, and versatility of our firefighters. Several newly elected City Councilors participated in the class, giving them firsthand exposure to the work performed by the department and the resources required to serve the community effectively. The session was both educational and enjoyable, and the department greatly appreciates the firefighters who volunteered to participate—many of whom came in off duty—to help make the experience informative, exciting, and memorable for those in attendance.

The Fire Department, in collaboration with a strong group of City leaders, is actively participating in the update and rewrite of the City's Hazard Mitigation Plan. This plan identifies natural and human-caused hazards that could impact the community—such as flooding, severe weather, fire, and infrastructure failures—and outlines strategies to reduce risk, protect life and property, and strengthen long-term resilience. Keeping the Hazard Mitigation Plan current is critically

important, as it guides informed decision-making, supports emergency preparedness and recovery efforts, and is often required for eligibility for state and federal mitigation and disaster funding. An up-to-date plan ensures the City is proactively addressing risks, aligning departments around shared priorities, and positioning itself to better withstand and recover from future emergencies.

In November, all department personnel participated in a comprehensive training program led by industry experts focused on the hazards and operational considerations associated with fires involving lithium-ion batteries. This training provided firefighters with critical knowledge on battery construction, failure modes, fire behavior, and appropriate tactical responses. Emphasis was placed on responder safety, scene size-up, isolation procedures, extinguishment strategies, and post-fire monitoring. Ensuring all members receive consistent, expert-led instruction strengthens the department's ability to respond safely and effectively to these increasingly complex incidents.



Lithium-ion battery incidents represent one of the greatest challenges facing the fire service today and are a major safety concern for firefighters. Unlike traditional fires, damaged or overheated lithium-ion batteries can enter thermal runaway, producing extreme heat, rapid fire spread, toxic gases, and the potential for sudden re-ignition long after the initial fire appears to be controlled. As these batteries are increasingly found in electric vehicles, energy storage systems, e-bikes, tools, and everyday consumer products, the likelihood of encountering them in emergencies continues to rise.



Because of these risks, Dover Fire & Rescue has been very proactive in its approach to training and preparedness and continues to adapt its operational practices to address this evolving hazard. The training emphasized modern suppression strategies, extended cooling operations, defensive considerations, scene control, and long-term monitoring to protect firefighters and the public. By staying ahead of emerging risks and adjusting operations as technology changes, the department is committed to maintaining the highest standards of firefighter safety and effective emergency response.

The department's peer-based EMS Continuous Quality Improvement (CQI) Team continues its outstanding work and remains actively engaged in improving patient care and system performance. While CQI principles are applied daily by our EMS providers, the team formally meets on a monthly basis to review cases, identify trends, and recommend improvements in a constructive, non-punitive environment. Their work plays a vital role in maintaining high clinical standards, improving consistency, supporting provider education, and enhancing patient outcomes. The department greatly appreciates the dedication and professionalism of the team members, who volunteer their time and expertise to this effort. This collaborative approach to quality improvement strengthens accountability, reduces risk, supports regulatory compliance, and ultimately benefits the community by ensuring high-quality, reliable emergency medical care.



Roof ventilation is a critical firefighting tactic used to improve interior conditions during a structure fire by releasing heat, smoke, and toxic gases from the upper portions of a building. Properly performed ventilation can significantly enhance visibility, reduce extreme heat, improve fire attack effectiveness, and increase survivability for both occupants and firefighters operating inside the structure. Because roof operations place firefighters in a high-risk environment, ventilation must be executed with precision, strong communication, and a clear understanding of building construction and fire behavior.

All Dover Fire & Rescue crews have been actively training on roof ventilation at the former ASPCA building at the County, taking advantage of a rare and valuable opportunity prior to the building's demolition. The large roof area has allowed firefighters to practice realistic vertical ventilation techniques, including roof access, saw operations, coordinated cutting, and safe movement on different roof surfaces. This hands-on training reinforces critical safety practices, builds confidence, and ensures crews can perform ventilation efficiently and safely under real fireground conditions. Training opportunities like this are invaluable, and they directly contribute to firefighter safety, operational effectiveness, and improved outcomes during structure fire incidents.



Wall breaching is an important firefighting technique used to gain access to concealed spaces, improve fire attack, and enhance search and rescue operations when traditional access points are limited or unsafe. By breaching interior or exterior walls, firefighters can reach hidden fire, improve ventilation pathways, locate victims, and create secondary egress routes for crews operating inside a structure. When performed correctly, wall breaching can significantly improve fire control while increasing firefighter safety in complex or deteriorating building conditions

All Dover Fire & Rescue crews trained on wall breaching techniques this month, focusing on tool selection, construction recognition, controlled breaching methods, and coordination with interior operations. This hands-on training strengthens situational awareness, reinforces safety procedures, and ensures firefighters are prepared to make decisive actions when conditions demand unconventional access or rapid fire spread control. Regular training in these advanced tactics enhances operational flexibility, reduces on-scene risk, and supports the department's commitment to effective, safe, and professional emergency response.



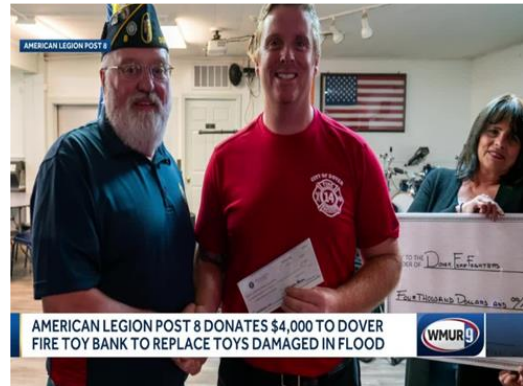
In December, fourteen Dover Fire & Rescue firefighters successfully completed the Hazardous Materials Technician program sponsored by the International Association of Fire Fighters—widely regarded as one of the premier hazmat training programs in the country. This advanced course provides in-depth instruction on hazardous materials chemistry, detection and monitoring, risk assessment, incident command integration, and hands-on mitigation techniques for high-risk incidents involving chemical, biological, and industrial hazards. The training significantly enhances the department's capability to safely and effectively respond to complex hazmat emergencies that pose serious risks to firefighters, the public, and the environment. Hazardous materials incidents require a specialized skill set, disciplined decision-making, and strict adherence to safety protocols, as conditions can rapidly escalate and present life-threatening dangers. This technician-level training ensures responders are prepared to identify hazards, select appropriate protective measures, and implement effective control strategies while minimizing exposure and secondary impacts. Notably, many of the firefighters volunteered to complete this demanding program on their own time, with a significant portion of the training occurring while off duty. Their willingness to make this commitment is a strong reflection of the professionalism, dedication, and pride of Dover Fire & Rescue members, and it directly strengthens the department's readiness to protect the community from some of the most challenging emergencies faced by the fire service today.

The department conducted targeted EMS training on Cerebrovascular Accidents (CVA), commonly known as strokes, for all Paramedics and Advanced EMTs. A CVA occurs when blood flow to the brain is interrupted, either by a blockage (ischemic stroke) or bleeding (hemorrhagic stroke), resulting in potential brain injury, disability, or death. Because stroke is a time-critical medical emergency, early recognition, rapid assessment, and prompt transport to an appropriate medical facility are essential to improving patient outcomes. This training reinforced the importance of early stroke identification, use of standardized stroke assessment tools, rapid decision-making, and clear communication with receiving hospitals to reduce treatment delays. By sharpening clinical skills and reinforcing best practices, CVA training directly improves a patient's chance for timely interventions such as clot-busting medications or advanced stroke care. Ongoing education ensures our EMS providers deliver the highest level of care possible, supports better neurological outcomes for patients, and reflects the department's commitment to providing fast, accurate, and life-saving emergency medical services to the community.



Firefighters and their families once again gathered to proudly walk in the annual Christmas Parade, carrying the Fire Department's large American flag through the downtown. This long-standing tradition continues to be a favorite among both department members and their families, offering a meaningful opportunity to come together outside of emergency response and celebrate the holiday season with the community. The event highlights the strong sense of family within the department, reinforces positive community connections, and remains a highly anticipated and well-received part of the holiday festivities each year.

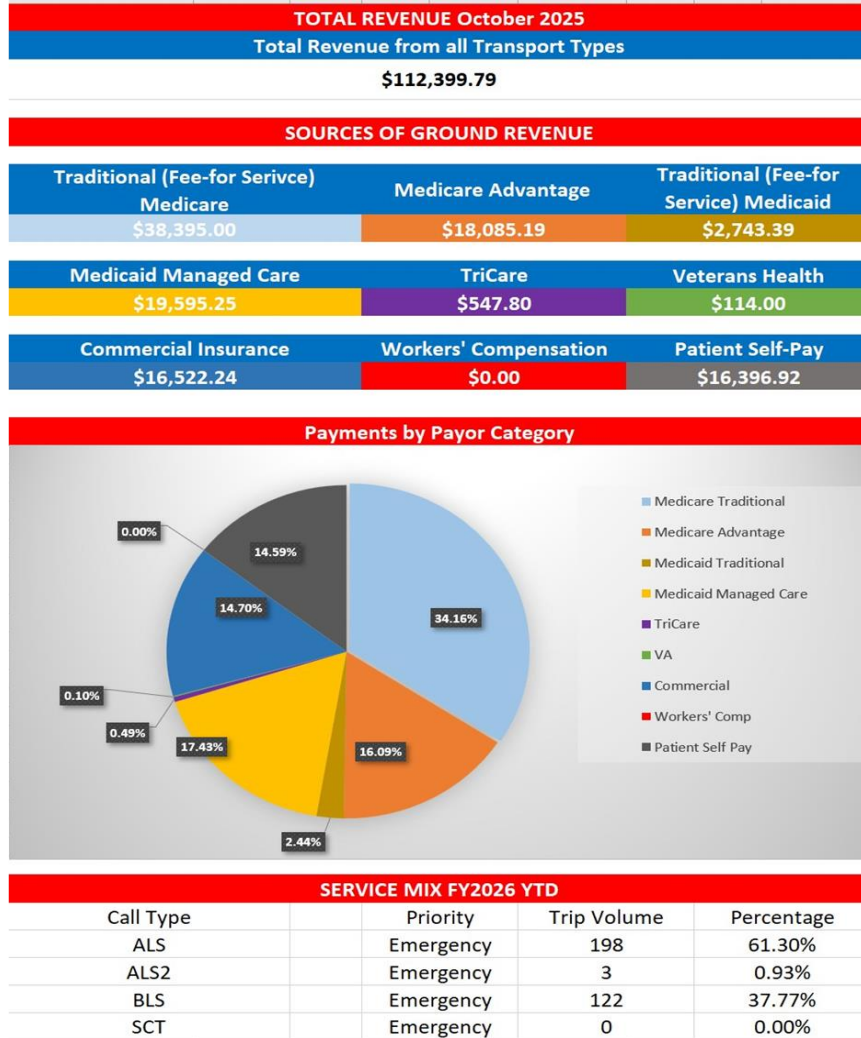
The Dover Fire Toy Bank continues to be a powerful source of holiday support for families in need throughout our community. Coordinated by current and retired members of the Dover Fire & Rescue, this long-standing program has been serving Dover for more than 40 years, providing new toys, games, warm clothing, and educational items to hundreds of local children each year. From newborns through age 12, children are matched with gifts that help brighten the holiday season and bring joy to families facing economic hardship—a meaningful outreach that extends the department’s commitment to community care beyond emergency response.



The Toy Bank’s success is made possible by the remarkable generosity of our community, including local businesses, civic groups, school organizations, and individual donors who contribute toys, gift cards, clothing, and monetary support. Over the years, this collaboration has enabled the program to grow from helping a handful of families into serving hundreds each holiday season. In 2024, the Toy Bank faced a significant challenge when a water line break destroyed the entire toy inventory, yet community support quickly rallied around the effort to restock and rebuild for the season.

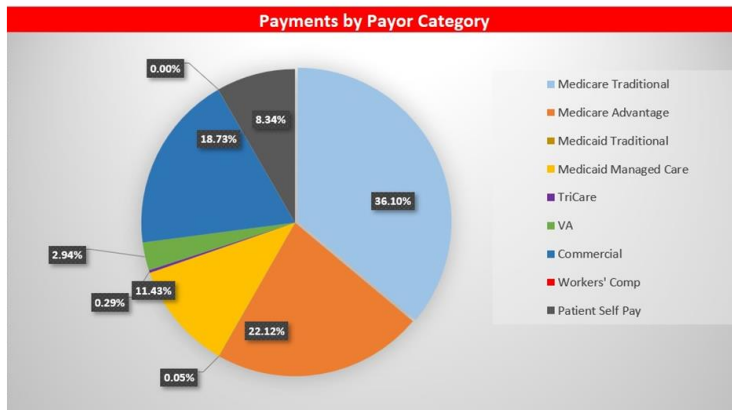
Equally inspiring is the dedication of Dover firefighters who volunteer countless hours behind the scenes—collecting, sorting, wrapping, and distributing gifts to ensure every child receives something special. Many members donate their off-duty time year after year to organize collection drives, set up donation sites at fire stations, and personally deliver gifts, reflecting the deep compassion and community spirit that define our department. The Toy Bank not only brings smiles to children’s faces but also reinforces the department’s mission of service, generosity, and connection with the individuals and families we protect.

Based on a trip volume processed by QMC for the month, the Ambulance revenue generated, is as follows:



TOTAL REVENUE November 2025	
Total Revenue from all Transport Types	
\$172,319.43	

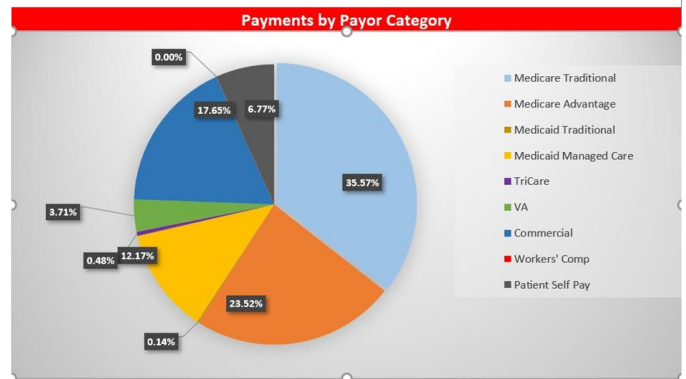
SOURCES OF GROUND REVENUE		
Traditional (Fee-for Service) Medicare	Medicare Advantage	Traditional (Fee-for Service) Medicaid
\$62,201.79	\$38,109.43	\$86.52
Medicaid Managed Care	TriCare	Veterans Health
\$19,703.27	\$503.59	\$5,074.76
Commercial Insurance	Workers' Compensation	Patient Self-Pay
\$32,270.61	\$0.00	\$14,369.46



SERVICE MIX FY2026 YTD				
Call Type	Priority	Trip Volume	Percentage	
ALS	Emergency	211	64.13%	
ALS2	Emergency	4	1.22%	
BLS	Emergency	114	34.65%	
SCT	Emergency	0	0.00%	

TOTAL REVENUE December 2025	
Total Revenue from all Transport Types	
\$146,969.23	

SOURCES OF GROUND REVENUE		
Traditional (Fee-for Service) Medicare	Medicare Advantage	Traditional (Fee-for Service) Medicaid
\$52,270.92	\$34,571.45	\$210.71
Medicaid Managed Care	TriCare	Veterans Health
\$17,878.97	\$705.37	\$5,447.64
Commercial Insurance	Workers' Compensation	Patient Self-Pay
\$25,938.73	\$0.00	\$9,945.44



SERVICE MIX FY2026 YTD				
Call Type	Priority	Trip Volume	Percentage	
ALS	Emergency	214	60.11%	
ALS2	Emergency	5	1.40%	
BLS	Emergency	134	37.64%	
SCT	Emergency	3	0.84%	

Planning & Community Development

Inspection Services:

Inspections & Permits	October 2025	November 2025	December 2025
Life Safety Inspections	36	26	25
Business Inspections	05	02	00
Sprinkler / Alarm Inspections	83	30	57
Building Inspections	187	175	238
Electrical Inspections	248	157	198
Plumbing / Mechanical Inspections	211	235	319
Blasting Inspections	00	00	00
Health/Housing Standards Inspections	25	15	26
School / Daycare Inspections	21	03	04
Oil Burner Inspections	00	00	00
Woodstove / Fireplace Inspections	00	00	00
Building Permits	83	38	87
Blasting Permits	00	00	00
Certificate of Occupancy Permits	05	05	30
Walk-in Customers	100	27	83

Planning Administration

Planning and Community Development staff met with several developers regarding conceptual reviews. Projects included some residential only, some commercial or mixed use and some industrial. There is active interest throughout the City and with project costs trending up, interest in development is still very steady with applications coming in.

Technical Review Committee (TRC) met four times in October. Committee members reviewed the following projects:

October 2nd:

→ Site Plan proposal for a 2,500 square foot Comcast Switching Facility at 200 Sixth Street.

October 9th:

- Site Plan proposal for a childcare facility at 914 Central Avenue.

October 16th:

- Site Plan proposal for the redevelopment of 376 and 378 Central Ave. Proposal is to renovate the commercial spaces on the first floor and to construct 14 residential units on the upper three floors.

October 23rd:

- Site Plan proposal at 14 Industrial Park Road to construct a new warehouse and an addition to the existing warehouse structure.

Technical Review Committee (TRC) met three times in November. Committee members reviewed the following projects:

November 6th:

- Site Plan Amendment proposal to convert the former Ames department store at 829-833 Central Ave. to a fitness facility.
- Site Plan proposal at 9-11 Mechanic St. to construct a five-story mixed-use building.

November 13th:

- Site Plan proposal at 103 Court St. to maintain an existing single-family home and construct four new single-family homes.
- Site Plan proposal at 914 Central Ave. to demolish a former restaurant space and construct a childcare facility.
- November 20th: Site Plan proposal at 14 Industrial Park Road to construct a new warehouse and an addition to the existing warehouse structure. (second TRC review)

Technical Review Committee (TRC) met two times in December. Committee members reviewed the following projects:

December 4th:

- Site Plan Amendment proposal to convert the former Ames department store at 829-833 Central Ave. to a fitness facility. (second TRC review)

December 18th:

- Site Plan proposal at Venture Drive to construct a light industrial building with four contractor bays and office space.
- Private developments approved by the Planning Board are underway as shown in the subdivision and site plan report including the status on building permits. Staff has heard from some of the developments such as the mixed-use project at 47 Chestnut St have been on hold due to budgetary reasons. McIntosh Commons has come before the Planning Board for an amendment in the past, phase 1 is currently under construction and the developer applied for another amendment to add more units and combine previously separated buildings which was approved in September. The residential project list has an “attainable” column which indicates the number of units that are

restricted in size or HUD Fair Market rates. The applicant for 47 Chestnut St. asked for extension request (for vesting purposes) in March to the Planning Board.

On October 8th, the City Council voted to approve a series of Zoning Ordinance Amendments to cure existing issues and ambiguities and to bring the ordinance in conformance with the most recently adopted land use legislations at the state level.

Planning and Community Development staff are working on proposed zoning amendments to assess the Transfer of Development Rights (TDR) Ordinance and modify other policies and processes to better support a contextually sensitive variety of attainable housing options. A subcommittee focusing on reviewing and suggesting amendments to the TDR ordinance has been meeting monthly and began drafting amendments this fall and winter.

Director Benton attended the Housing Appeals Board meeting in June for the case regarding 103 Court Street Transfer of Development Rights request. The order was provided and the Planning Board's decision was upheld and the HAB granted the city 50% of the city's legal fees to be paid by the appellant. The appellant has sought reconsideration/clarification so this case is ongoing.

Assistant City Planner Galloway-Burke attended the Workforce Housing Coalition of the Greater Seacoast's Spring Policy Session, which featured legislators and policy experts discussing housing-related legislation from the 2025 State Legislative Session.

The Planning Board approved an application for a TDR project at 36 Forest St. The project proposes a four-unit building, including two residential units restricted to HUD Fair Market rents.

Dover was one of 16 communities across the country selected to participate in Housing Supply Accelerator Challenge. A nationwide network launched by the National League of Cities (NLC) and the American Planning Association (APA), the Housing Supply Accelerator Challenge is designed to accelerate the implementation of proven and innovative housing strategies and expand the supply of housing in communities across the country.

Assistant City Planner Abby Galloway-Burke attended New Hampshire Housing's 2025 Housing & Economy Conference on Oct. 16, joining housing leaders, community innovators, and policymakers from across the state. These statewide discussions help Dover learn from successful strategies in other communities and bring forward ideas to support local housing, economic development, and connectivity goals.

Director Benton attended the Housing Appeals Board hearing on October 30th regarding an appeal of 11 Roosevelt TDR endorsement.

City Planner Bassegio recorded episodes of the Dover Download podcast in October, November, and December to cover each month's land use board meetings, including zoning board decisions, Arts Commission projects, Conservation Commission endorsements, and Planning Board approvals.

Resilience Coordinator Merchant recorded a Dover Download podcast episode in November about the Energy Savings Performance Contract with EEI. Merchant recorded another podcast about the changing CPCNH rate.

The Department of Planning and Community Development continued to update its newsletter and Facebook page to communicate with the public. The Department of Planning and Community Development has 915 Facebook followers (City of Dover NH Planning).

The Department of Planning and Community Development promoted the Dover Community Trail through the Facebook fan page for the trail (with 3,500 likes and 3,869 followers).

Planning and Media Services staff continued to develop and enhance an electronic “newsletter” for planning related items (with 1,282 subscribers). Six newsletters were sent in October, November, and December. Content included meeting summaries, meeting previews, and various special topics such as information on the Knockout Knotweed and Apple Harvest Day events, the Northern New England Planning Conference, updates on the Community Development Block Grant Program, the New England Municipal Sustainability Network, and a year end review. Readers were also encouraged to respond via Polco to the newsletter surveys.

Planning Staff continues to update a webpage on the City website dedicated to Transfer of Development Rights. The page includes an overview of the ordinance and information on individual applications received by the Planning Department; this includes links to project materials, project address, and status updates. The website was updated and there were two new TDR applications added to the webpage; one in October and one in November.

In October, City Planner Bassegio staffed the final meeting of the Steering Committee for the update project of the Land Use Analysis Chapter of the Master Plan. The Committee met to review the draft of the chapter and offer final feedback and comments before the chapter is revised and presented for potential adoption to the Planning Board in January 2026. City staff and project consultants Resilience Planning and Design continued to work in November and December on updates prior to the potential adoption date.

Assistant City Planner Edgecomb staffed the Conservation Commission on October 14th, November 10th, and December 8th where they reviewed local Conditional Use Permits for impacts to the Conservation District, NHDES wetlands application update letters, and discussed potential for a Technical Review Committee designee and alternate.

The Dover Arts Commission lacked a quorum in October, so the regular meeting scheduled for the 7th was cancelled. In the following months, Director Benton staffed the November 3rd Arts Commission meeting, in which the proposed Nebi Park rotating sculpture program, and a new Literary Laureate reading program, were planned and discussed. In the final month of the year, Zoning Administrator Crouser staffed the December 1st Arts Commission meeting where plans were solidified for the DAC’s annual goalsetting retreat, the budget was discussed, and potential projects for 2026 were proposed.

Resilience Coordinator Merchant staffed the Energy Commission meeting on October 15th where the commission discussed the Wastewater Treatment Facility (WWTF) solar project and Energy Tips from the Energy Commission for the Dover Download.

Resilience Coordinator Merchant staffed the Energy Commission meeting on November 19th where the commission discussed updates to the Energy Savings Performance Contract project, CPACE (Commercial Property Assessed Clean Energy), and the WWTF solar project.

Resilience Coordinator Merchant staffed the Energy Commission meeting on December 17th where the commission discussed the new CPCNH rates and a new Weatherize Dover campaign. Resilience Coordinator Merchant, in conjunction with the Energy Commission, continued to release bi-weekly Energy Tips in the Dover Download focused on relevant energy efficiency topics.

Resilience Coordinator Merchant released a special notice in the December Dover Download alerting residents to the changing CPCNH rate.

The Planning Department and some of the land use Boards staffed a booth at Apple Harvest Day.

Director Benton presented at the November 6th Citizens Leadership Academy during Quality of Life night.

Assistant City Planner Edgecomb staffed the Open Lands Committee on November 20th to discuss ongoing Conservation projects within the City as well as outreach ideas

Assistant City Planner Edgecomb staffed the Forestry Subcommittee on December 1st to discuss updates on the downtown ash tree replacement project.

Director Benton, City Planner Bassegio, Zoning Administrator Crouser, and Assistant City Planners Edgecomb and Merchant attended the Northern New England Planning Conference in Portland, Maine, which was held from Monday November 3rd to Wednesday November, 5th. The Planning Department staff attended lectures and trainings on sustainable housing policy, private sector development considerations, the repercussions of past and recent land use legislation and the forecast of the same, and renewable energy policies as they apply to housing and long-term municipal planning.

Zoning Administrator Crouser staffed Zoning Board of Adjustment meetings on October 16th, November 20th, and December 18th.

- ★ In October's meeting, 50 Mount Vernon Street was granted a Special Exception to, following the conversion of an existing 3-unit home to a 2-unit home, construct a 2-unit addition for an increased from 3-units to 4-units total.
- ★ In November's meeting, 18 Pearson Drive was granted a variance to allow for the construction of an addition to an existing single-family home to create a two-family dwelling on a lot smaller than what the ordinance required.

- ★ Finally, in December, The Zoning Board of Adjustment granted a variance to a vacant parcel on Page Ave. for minor rear setback relief, and granted a series of variances to 28 Dover Point Road to allow for an Office commercial use within a residential zone.

Zoning Administrator Crouser received three (3) resident complaints during the span of October - December regarding a rooster along Dover Point Road, a dumpster along Lake Street, and for the violation of a Customary Home Occupation Permit on Court Street. All complaints were addressed and brought to a satisfactory resolution.

Assistant City Planner Edgecomb attended the New Hampshire Salt marsh task Force Fall Meeting on Thursday October 16th. Attendees explored the Statewide Salt Marsh Monitoring Framework that Great Bay National Estuarine Reserve and the New Hampshire Coastal Program have been developing. The day consisted of updates and field monitoring exercises.

Assistant City Planner Edgecomb attended the NH Environmental Literacy Plan Summit in Concord on Wednesday November 12th where members of surrounding communities discussed how to better update the literacy plan for the state.

Assistant City Planner Edgecomb attended the LCHIP Grant Announcement event on Tuesday December 9th with acting mayor Bob Carrier and Mayor-elect Dennis Shanahan to accept a grant award amount of \$12,500 for a planning assessment of the 1888 Dover Water Works building.

Assistant City Planner Edgecomb applied for and was granted three different grants for the City of Dover. One from NHDES for treatment of invasive plants at Willand Pond, one for a restoration analysis for the 1888 Water Works Building on Lowell Ave., and one from PREP for a Comprehensive Downtown Ash Tree Plan.

Resilience Coordinator Merchant progressed with the Energy Savings Performance Contract in conjunction with EEI.

Director Benton along with a committee of other city staff attended several meetings with Strafford Regional Planning Commission to update the City's Hazard Mitigation plan.

Resilience Coordinator Merchant attended a technical site visit with ReVision at the Wastewater Treatment Facility in December to begin the solar project.

Resilience Coordinator Merchant attended the biannual meeting of the New England Municipal Sustainability Professionals (NEMS) group on November 13th and 14th where she connected with other municipalities and learned about their initiatives.

Resilience Coordinator Merchant attended the October 8th City Council meeting to support the WWTF solar project.

Resilience Coordinator Merchant continued to revise the City's Resilience Plan and draft updates.

Resilience Coordinator Merchant attended 3 sessions of classes leading up to a Carbon Footprinting Certificate from UNH. The certificate will be awarded at the conclusion of the final course in January.

Planning staff continues to work with representatives from local and regional agencies, including One Sky Community Services, Our Place, & AbleNH, to better understand the challenges faced by residents with disabilities and those who care for them. This has included a collaborative review of a proposed zoning definition and criteria for 'Community Residence,' a supportive housing type designed to meet the needs of adults living with disabilities or acquired brain injuries.

Staff from Planning, Business Development, Community Services, and the Police Department have worked on a bicycle plan for the city to help ensure better bikeability throughout the city which was presented to the Transportation Advisory Committee. This topic will certainly be discussed further in the future, especially with the Transportation Chapter being the next Master Plan Chapter to be updated and a bid went out in December.

Director Benton and City Planner Bassegio have been working with SRPC staff on general accessibility, public transportation, and active transportation.

Community Development Planner Carpenter met with the Recreation Department to discuss potential use of CDBG funding for ADA/Barrier Removal projects.

Director Benton and other city staff attended the Transportation Advisory Committee on November 24th.

Director Benton and other city staff have been discussing the Route 108 complete streets projects with the Somersworth, Rochester, SRPC, and NHDOT. The GACIT hearing in Dover is coming up on October 23rd.

The construction value for the months of October, November, and December was approximately \$49.75 million.

This summer, Director Benton will begin collecting CIP requests from various departments and began putting together draft CIPs. Over the summer she will worked with the Finance Director, Deputy City Manager, and City Manager to draft the CIP. The CIP is planned to be revealed to the City Council and Planning Board on October 15. Both the Planning Board and City Council held discussions and public hearings. The Planning Board made make a recommendation on the CIP to the City Council and the City Council amended the draft CIP and voted to adopt.

Director Benton and other staff are reviewing possible options for software to streamline CIP, Strategic planning, and master plan creation and tracking.

Community Development Planner Carpenter reviewed and authorized Q1 and project reimbursement requests from CDBG subrecipients

The Dover Arts Commission ("DAC") continued to monitor the status of public art installations at the Cochecho Waterfront development.

Planning staff and Engineering staff have been working with a consultant to help design an implementation plan for the Downtown Pedestrian and Vehicular Access plan. While staff has 60% plans to review, city staff are putting together a plan to do a phase 1 of implementation this summer/fall to help with short term pedestrian, parking, lighting, and landscaping improvements.

Planning and Community Development staff are reviewing zoning definitions that would clarify uses and expand housing access for unhoused residents and those experiencing disabilities for the Planning Board to consider next year.

Director Benton chaired the Executive Committee meeting for the NH Planners Association as President in October and the Association's Annual Meeting in December.

Deputy City Manager Parker, Director of Planning and Community Development Benton Community Development Planner Carpenter and Assistant City Planner Galloway-Burke met with the New Hampshire CDBG Director to discuss the CDBG program and potential project initiatives.

The Department released the FY27 CDBG applications. Applications were due November 21st.

Community Development Planner Carpenter met with potential FY27 CDBG applications to discuss the program.

Community Development Planner Carpenter completed and submitted the Semi-Annual Standards Enforcement Report required for the CDBG program.

Community Development Planner Carpenter prepared the proposed FY27 CDBG Action Plan for public review and Planning Board public hearing.

The NHPA's Legislative Subcommittee resumed regular meetings with Director Benton and Zoning Administrator Crouser in attendance, to discuss proposed Legislative Service Requests relevant to NH Land Use law.

Inspectors attended heating appliance seminar in North Hampton sponsored by the NH Fire Marshal's Office.

Director Benton, Zoning Administrator Crouser, and Building Official Maxfield attended pre-construction meetings and certification of occupancy walk-throughs.

The Department said goodbye Jaimie Donovan who was employed by the City of Dover for 37 years, most recently as the Health Official. The Health/Life Safety Officer was posted.

Community Development Planner Carpenter and Assistant City Planner Galloway-Burke attended the National Community Development Association Region 1 CDBG conference.

Police Department

Prevention Services Unit

On October 4, 2025, Kelsey Levesque and Conor Wiley along with various Youth to Youth students staffed an information table at Apple Harvest Day. The table provide information on prevention programs, upcoming events like Drug Take Back Day and distributed drug disposal bags.

On October 16, 2025, Kelsey Levesque and Bridget Ryan presented to the Somersworth Mental Health Alliance. They discussed the Dover Police Department's prevention programs and current projects, highlighting information about the Alternative Suspension/ Epic programming.

On October 20, 2025, Bridget Ryan hosted an EPIC Alternative Info Session for interested communities to participate as pilot sites. The meeting has representatives from Somersworth School Board, Seacoast Diversion, Greater Nashua Prevention Coalition and Raymond Student Assistant Program.



Youth to Youth participant Henry and staff member Conor Wiley talking with Senator Chris Pappas at Apple Harvest Day.



Dover Youth to Youth members participating in the annual Zombie Event on the steps of Dover City Hall to promote National Drug Take Back Day.

On October 22, 2025, Dover Youth to Youth conducted the annual Zombie Event to promote participation in the autumn 2025 Drug Take Back Day. Over 50 students from Youth to Youth and the Teen Center dressed up as Zombies and conducted a rally in downtown Dover under the slogan ***“if you think Zombies are scary; just look in your medicine cabinet”***. During this after school event, students passed out info cards on Take Back Day, displayed posters and visuals, and shouted chants. Students also held a press conference which was broadcast on Facebook Live.

On October 24, 2025, Conor Wiley and Youth to Youth high school member Henry presented a webinar for youth empowerment groups in Sherburne County, Minnesota. The two-hour webinar went over the principles of youth empowerment and how to design a message for a media campaign. The webinar also featured an activity where the Minnesota youth applied the steps to

a policy change project to their own communities. Around 30 youth were in the audience for this webinar.

The Dover Coalition for Youth, Dover Police Department and Drug Enforcement Administration collaborated to host Drug Take Back Day on October 25, 2025. The event provided the community with an opportunity to safely dispose of unused, unneeded or expired medications. The event resulted in 5 boxes totaling 113.3 pounds of medication being collected.

On October 27, 2025, the Monday Night Y2Y high school team conducted Sticker Shock at the Hannaford Supermarkets on Grapevine Drive. The students placed stickers, which warn of alcohol's effect on the teenage brain, on alcoholic products in the store.

On October 28, 2025, four Youth to Youth students and two staff members provided a webinar on Administering a Youth Empowerment Program. The webinar was provided free of charge and advertised nationally. The webinar is the first of a series of three being offered this school year. The webinars are intended to support programs that are using our resources, expose others to what Youth to Youth does, and provide our student members with experience presenting their message in an online format. A total of 87 attendees signed on to the webinar.

On October 30, 2025, seven members of Dover Youth to Youth provided an assembly of Samantha Skunk Loves Her O's for the entire 2nd grade at Garrison School. This presentation teaches the students the value of exercise and the importance of not doing anything that makes it harder to breathe, such as smoking or vaping. About 80 students were present for the presentation.

On October 31, 2025, the Prevention Services Unit participated in the McConnell Center tenants' trick or treat. During the event 28 coloring books with a prevention message were handed out along with crayons.

Regular weekly meetings of the 4 Youth to Youth teams started in September. During this month:

- The Monday High School Student Team met 3 times
- Older middle school students on the Wednesday Evening Team met 5 times.
- Y2Y members in grade 6 and 7 meet after school. The two teams have been combined into one team that meets on Wednesdays going forward:
 - The Wednesday Team met 5 times.
 - The Thursday Team met 3 times.

Dover Youth to Youth student members and staff continue to be a resource for youth empowerment activities in NH and throughout the US. The program's resources, training materials and experienced student trainers are helping many other communities.

During this month, assistance, support and direction were provided to:

- The Portsmouth Coalition was provided advice and support in coordinating the scheduling and training of students looking to present Samantha Skunk in local elementary schools.

- The new coordinator of the youth advocacy group in Melrose, MA has been provided with ideas and direction on getting that group started and strategizing ideas on some initial action projects on underage drinking.

On November 21, 2025, seven members of Youth to Youth presented to the entire Somersworth Middle School. The presentation was intended to show the kind of advocacy Dover Y2Y does and spark interest in signing up for Somersworth's Y2Y program. Around 250 youth were in the audience for this webinar.



Youth to Youth students talking about the Dover Y2Y advocacy program to 250 Somersworth Middle School students.

On November 21, 2025, Prevention Programmer Kelsey Levesque and Youth 2 Youth student Braden conducted a full day "Getting to Y" regional training consisting of 13 students being trained from Somersworth middle school.

The first 2-hour Parents and Community Together (PACT) session for the parents of 5th grade DARE students was held twice in November. One session was held in person at the McConnell Session and there were 20 in attendance. The second session was broadcast on Zoom and had at least 25 more in attendance. Topics include DARE messages, indicators of teen drug use, spotting warning signs of use, and teen mental health issues. A recording of the training has been put online for those that missed the dates. Session 2 will be held in December.

On November 3rd, seven members of Dover Youth to Youth provided an assembly of Samantha Skunk Loves Her Os for the entire 2nd grade at Rochester's East Rochester Elementary School. This presentation teaches the students the value of exercise and the importance of not doing anything that makes it harder to breathe, such as smoking or vaping. About 30 students were present for the presentation.

On November 5th, six members of Youth to Youth provided 2 presentations of Samantha Skunk Rx and Medicine Safety at Rochester's East Rochester Elementary School. The presentation provides the kids with information on Rx and medicine safety.

Ten 5th grade DARE student volunteers are being trained after school at the McConnell Center to present the Samantha Skunk Medicine Safety lesson. The students have had 3 two-hour training blocks in November. Their training will conclude in early December and they are scheduled to present at Woodman Park School next month. In addition to assisting Y2Y with the many K-level classroom presentations, this opportunity exposes students to Y2Y and aids recruitment into the group later in the year.

Regular weekly meetings of the 4 Youth to Youth teams started in September. During this month:

- The Monday High School Student Team met 4 times.
- Older middle school students on the Wednesday Evening Team met 4 times.

- Y2Y members in grade 6 and 7 meet after school. The two teams have been combined into one team that meets on Wednesdays going forward:
 - The Wednesday Team met 3 times.

During this month, assistance, support and direction were provided to:

- The Somersworth Coalition was provided advice and support in coordinating the development of their youth advocacy group.
- The Greater Nashua Prevention Coalition was provided advice and support regarding coalition activities, the Youth to Youth Toolkit and available presentations. The coalition is interested in future presentations and training opportunities from Dover Youth to Youth.

The second 2-hour Parents and Community Together (PACT) session for the parents of 5th grade DARE students were held twice in December on the 8th and the 10th. One session was



Dover Middle School 5th Grade students presenting Samantha Skunk at Woodman Park School.

held in person at the McConnell Center and there were 8 in attendance. The second session was broadcast on Zoom and had 22 in attendance, totaling 30 parents reached. Youth to Youth students presented an updated version of Pop Culture Influences on Substance Use and High-Risk Products presentation. Additionally, at this session, Prevention Programmer Bridget Ryan, Officer Jonathan Palmer, and Officer Luis Berdecia gave an in-depth presentation on social media safety to parents with topics covering online social media sales of illicit substances, online enticement, online resources for parents, and safety tips to keep youth safe online.

In November and December, ten 5th grade DARE student volunteers were trained after school at the McConnell Center to present the Samantha Skunk Medicine Safety lesson. The students had 3 two-hour training blocks in this month and each team of five presented at Woodman Park School on December 19th. In addition to the 2 presentations done by the 5th graders, ten Youth to Youth students completed presentations of the Medicine Safety presentation in two other K-level classrooms. In total, the four presentations brought the lesson to 50 kindergarten students. The lesson emphasized the importance of medication safety and instructed students to take only prescription medicine provided by a doctor.

Youth to Youth students have begun working on ideas for scripts for drug prevention videos. In addition, one Youth to Youth member wrote a draft of a radio PSA focusing on the issue of caffeine energy drinks that contain alcohol and are attractive to teens.

On December 3rd, Bridget Ryan presented at the Greater Nashua Coalition. The presentation consisted of an overview of research supporting Alternative Suspension programming, the EPIC program and ongoing prevention efforts at Dover Police Department. There were approximately 30 attendees, including representatives from Smart Start Coalition, surrounding school districts, mental health agencies and the Army.

This month the Wednesday night team has continued to research the problem of Kratom being sold nationally in stores and sold locally in Dover and surrounding communities. Nashua and

Franklin have passed bans on the sale of Kratom and the students are reviewing the language they used as well as generally learning about the drug itself. The students will decide in January if they feel the problem merits a City Ordinance as some communities have done.

Regular weekly meetings of the 4 Youth to Youth teams started in September. During this month:

- The Monday High School Student Team met 4 times
- Older middle school students on the Wednesday Evening Team met 4 times.
- Y2Y members in grade 6 and 7 meet after school. The two teams have been combined into one team that meets on Wednesdays going forward.
- The Wednesday Team met 3 times.
- The 5th grade DARE volunteers met 3 times.

Dover Youth to Youth student members and staff continue to be a resource for youth empowerment activities in NH and throughout the US. The program's resources, training materials, and experienced student trainers are helping many other communities.

During this month, assistance, support and direction were provided to the Greater Nashua Prevention Coalition, who were provided updated toolkit materials along with a presentation on prevention initiatives occurring in Dover.

During this month, Toolkits were provided to NorthEast Washington ESD, Spokane, WA

Dover Teen Center

During October, there was a total of 371 youth in attendance over 21 days of programming at the Dover Teen Center. The average was about 18 youth per day.

During November, there was a total of 355 youth in attendance over 18 days of programming at the Dover Teen Center. The average was about 20 youth per day.

During the month, there was a total of 347 youth in attendance over 20 days of programming at the Dover Teen Center. The average was about 17 youth per day.

Two months into the new school year has provided the Teen Center with opportunities to welcome back youth participants for the after-school program, where students receive academic and social/emotional support via the intern mentors and program mission.

Programming features in October:

- ★ TC Street Hockey Challenge
- ★ The Annual Autumn BBQ
- ★ 9-Ball Tournament
- ★ TC Arts & Crafts Day
- ★ Featured Snack Special Days (Mozzarella Sticks, Pancakes, Pasta, etc.)



Annual Pumpkin Carving Party

- ★ Video Game & Table Game Tournaments
- ★ TC “HALLO-WEEK” EVENTS & TRIPS
 - Canobie Lake Park-Screeeamfest
 - Scary Movie Monday
 - Pumpkin Carving Party
 - Zombie Walk w/Dover Y2Y
 - Halloween Costume Bash
 - Halloween Cookie Decorating Party
 - Halloween Games Day
 - Terror Tuesday Movie Day
 - Halloween Bingo Madness

As we head into November 2025, there is a lot of excitement for the various events, trips and happenings that are being planned, which includes a Teacher Workshop Day and annual special events: Teen Center Staff & Youth Thanksgiving Dinner at Roost and, of course the Dover Holiday Parade!

The Teen Center received (10) new registrations in October 2025. A great month for new faces!

Programming features in November:

- ★ Friday Flix: Movie & Popcorn Afternoon
- ★ Movie Monday: Movie & Popcorn Afternoon
- ★ TC Disc Golf Trip to Bellamy Park
- ★ TC Bingo Mania – “Thanksgiving/Autumn” Edition
- ★ TC Teacher Workshop Day □ “TC Chill Zone Afternoon”
- ★ TC Thanksgiving Dinner
 - Annual Community Dinner @ Roost
- ★ DoverPalooza Live Band Night – “Harvest Howl”
- ★ Dover City Holiday Parade – TC Walked & Handed-Out Candy



Former Teen Center intern, turned Dover Police Officer/Dover High School Resource Officer Jacob Watkins with youth participant Josiah and Teen Center Director Steve Pappajohn at the annual DoverPalooza Harvest Howl live band show at the Teen Center.



Teen Center staff and youth participants getting ready to walk in the annual Dover Holiday Parade.

Heading into December 2025, there is a lot of excitement for the various events, trips and happenings that are being planned, which includes Teen Center annual Winter Holiday-themed programming, as well as Winter Break Vacation trips!

The TC received (5) new registrations in November 2025.

Programming features in December:

- ★ TC Special Trip! – Sandy Hill Farm “Winter Lights Show & Forest Walk”
- ★ “Old School” Games Day – Board & Card Games etc.
- ★ Winter Holiday Programming:
 - Holiday Pajama Pants Party w/ “Movie Monday” Featuring... “RED ONE”
 - Holiday Ornament & Card Making
 - Annual Winter Holiday Party
 - Winter Holiday Vacation Week Trip – “Maine Celtics Game”
 - Winter Holiday Vacation Week Trip – “Mall of NH”
 - Winter Holiday Vacation Week Trip – “Funspot Arcade”
 - Winter Holiday Vacation Week Event – “Chill-Zone Brunch”



Teen Center interns at Smitty's Game Lab on the Teacher Workshop Day Trip.

As the Teen Center heads into January 2026, there is a lot of excitement for the New Year, which includes welcoming the Winter/Spring 2026 Intern Staff.

The TC received (2) new registrations in December 2025.

Diversion Program

The Diversion Committee did not meet in October 2025, but met twice in November.

Current Diversion youth participants continue have meetings with Bridget Ryan and Steve Pappajohn for specific contract obligations, including computer courses and project research at the Dover Teen Center.

As a result of evaluating the case-load heading into December 2025, the following is committee's case breakdown:

- (5) cases in active Diversion Contracts
- (0) case in active Alternative Suspension Program
- (0) successful completion and release from Diversion Contract (NOV 2025)
- (1) new Diversion case heard (NOV 2025)
- (0) new Alternative Suspension cases heard (NOV 2025)
- (0) successful completion for Alternative Suspension (NOV 2025)
- (1) new Diversion case hearing, anticipated (DEC 2025)
- (1) new Alternative Suspension cases anticipated (DEC 2025)
- (0) cases sent back to Detectives for “failure to comply”

The Diversion Committee also met twice in December 2025.

Current Diversion youth participants continue have meetings with Bridget Ryan and Steve Pappajohn for specific contract obligations, including computer courses and project research at the Dover Teen Center.

As a result of evaluating the case-load heading into January 2026, the following is committee's case breakdown:

- (3) cases in active Diversion Contracts
- (0) case in active Alternative Suspension Program
- (2) successful completion and release from Diversion Contract (DEC 2025)
- (1) new Diversion case heard (DEC 2025)
- (0) new Alternative Suspension cases heard (DEC 2025)
- (0) successful completion for Alternative Suspension (DEC 2025)
- (1) new Diversion case hearing, anticipated (JAN 2026 – leftover from DEC 2025)*
- (4) new Alternative Suspension case hearings anticipated (JAN 2026)*
- (1) cases sent back to Detectives for “failure to comply”

Community Service

The Community Service program tracked (7) participants in the month October 2025. A total of (12.0) hours of community service work completed with (1) participant finishing allocated hours.

The Community Service program tracked 6 participants in the month November 2025. A total of 9.0 hours of community service work was completed.

The Community Service program tracked (2) participants in the month December 2025. A total of (10.0) hours of community service work completed with (1) participant finishing allocated hours.

Community Response & Engagement Unit (CREU)

On October 2, 2025, Lieutenant Mitrushi attended the SAU Title II and Title IV Stakeholder meeting. Lt. Mitrushi is the police department representative to this group. The goal of the quarterly meetings is to improve students' academic achievement by increasing the capacity of the schools, and local communities to provide all students with access to a well-rounded education, improve school conditions for student learning, and improve the use of technology in order to improve the academic achievement and digital literacy of all students.

On October 5, 2025, Lt. Mitrushi coordinated a representation of several sworn and civilian personnel at the annual NAMI Walks New Hampshire event in Concord, NH. The walk is the state's largest mental health awareness and suicide prevention day event. The Dover Police Department team raised over \$400 for the fundraiser.

On October 6, 2025, Lt. Mitrushi coordinated CRASE training for the Garrison Elementary School, Woodman Park School, and Frances G. Hopkins Elementary School at Horne Street. Lt. Mitrushi, Sergeant Collis, Officer Watkins, Officer Palmer, Officer Sobel, Detective Jalbert, and Detective Anderson trained staff at all three schools on Civilians Response to Active Shooter Education. This is an annual training that is coordinated with the Dover SAU, which allows officers to walk through hallways and classrooms with school staff to answer questions related to their building and active attacker events.

On October 28, 2025, Lt. Mitrushi spoke with 11 different first responder agencies at a Wellness Summit at Concord Fire Department on the topic of annual wellness consultations for first responders. Lt. Mitrushi provided the background and policy that the Dover Police Department has regarding these wellness visits and the importance of first responder wellness. The attending agencies were looking for guidance on how to implement such a program or policy.

As Coordinator of the Seacoast NH Critical Incident Stress Management (CISM) and Peer Support Team, Lt. Mitrushi coordinated 3 Critical Incident Stress Debriefs (CISD) for first responder agencies in Strafford and Rockingham Counties in the month of October.

Lt. Mitrushi assisted with 18 annual police officer physical fitness exams and made 9 social media posts in the month of October.

On November 12, 2025, Lt. Mitrushi, Social Work Unit Supervisor Kaitlin Jones, and Prevention Services Unit Data Analyst Bridget Ryan met with Dr. Nikhil Tomar from the University of New Hampshire to finalize the proposal to conduct a research study of the Social Work Unit. The goal is to collect data and analyze the unit in an effort to categorize the Social Work Unit as an evidence-based program. The study will begin in Spring 2026 with a UNH Doctoral student.

On November 14, 2025, Lt. Mitrushi attended a virtual meeting of the National Alliance on Mental Illness (NAMI) Crisis Intervention Team (CIT) steering committee. Lt. Mitrushi was appointed as a law enforcement member to the steering committee to replace Chief Terlemezian. The steering committee works to ensure that best practices in crisis intervention, suicide prevention, and mental health first aid are being applied and taught to first responders in New Hampshire. The goal is to ensure first responders are trained to effectively de-escalate situations and make appropriate referrals to community mental health services to ensure safety of individuals with mental illness, the public, and first responders.

On November 14, 2025, Lt. Mitrushi and Dover Teen Center Director Steve Pappajohn accepted a donation from the 2025 Harvest Open, hosted by LONZA. The annual charity golf tournament aims to raise funds for local nonprofit organizations. The event was held at the Links at Outlook in Berwick, Maine and The Oaks in Somersworth, New Hampshire. The Dover Teen Center was one of three organizations to receive a donation of over \$31,000 each.

The funds earmarked for the Dover Teen Center were donated to the Dover Police Charities.



LONZA Executive Site Director Kevin Kerls presenting a check with funds raised from the 2025 Harvest Open Charity Golf Tournament to Teen Center Director Steve Pappajohn and Lieutenant Alex Mitrushi.

On November 20, 2025, as Coordinator of the Seacoast NH Critical Incident Stress Management (CISM) and Peer Support Team, Lt. Mitrushi coordinated a mental health and wellness resource fair, a presentation of a dramatic table-reading of a play, and a panel discussion for first responders and their families. Lt. Mitrushi worked with the New Hampshire Theater Project on a presentation called "Aftermath," which is a staged reading of a play focusing on a firefighter experiencing post-traumatic stress. The panel discussion that followed consisted of local first responders, mental health professionals, and a family member of a first responder. All panel members discussed their experiences with first responder mental health and post-traumatic stress associated with being a first responder. Some of the goals of this event, held in the auditorium of the Dover High School was to make conversations about mental health normal, reduce stigma, and provide access to resources.

On November 26, 2025, Lt. Mitrushi, Officer Gore, and Social Workers Alexis Taatjes and Shannon Snyder assisted the Thanks4Giving Charity with serving over 1,000 individuals a Thanksgiving meal. Officers assisted with traffic control and transportation to the in-person dinners at Roost Restaurant and social workers assisted by delivering meals from the restaurant to Dover residents.

Lt. Mitrushi made 11 social media posts in the month of November.

On December 8, 2025, Lt. Mitrushi and Captain Nadeau met with Evan Ahlin, a resident of Dover and current student of Wayne State University, obtaining his Master's Degree in Organization Communication. Ahlin formerly worked for the Ferndale, Michigan Police Department as their Community Liaison/Public Information Officer. The meeting was to discuss the department's current public information and social media strategies and a possible internship. Ahlin is expected to begin his internship with the Dover Police Department in January 2026 to assist with social media, public information, and recruitment.

Throughout the month of December, Lt. Mitrushi coordinated with several organizations to collect canned goods and other items for the annual Dover Police Charities Christmas Basket Program. Members of the Support Services Division gathered all these items on December 19, 2025, along with purchased items and then filled 150 baskets with all the food. On December 20, 2025, members of the Dover Police Department met at the Dover Housing Authority and delivered the 150 baskets to needy families around the city.



Participants of the December 2025 Dover Police charities Christmas Basket Program.

Problem-Oriented Police Officer

Officer Palmer was the point of contact for any reports or issues associated with violent crime motivated by substance misuse. Officer Palmer was responsible for notifying the NH Information and Analysis Center of all felony drug arrests made by the department this month. These cases are ongoing.

During October, Officer Palmer conducted foot and bike patrols of the Downtown Business District and Dover Community Trail. Officer Palmer assisted patrol throughout October. Officer Palmer responded to 79 calls for service and made 4 arrests.

Officer Palmer located one active campsite on City of Dover property and several individuals living in their vehicles. Officer Palmer worked with the individuals in seeking resources and others were issued summonses for Criminal Trespassing. Several subjects experiencing homelessness/substance abuse disorders were offered assistance and connected to the Social Work Unit. Officer Palmer continues to work with several property owners and property managers to issue trespass notifications to individuals loitering or sleeping in apartment complexes and businesses without permission.

Officer Palmer taught 4 DARE classes to students at the Dover Middle School throughout the month of October. Classes will continue through the end of the year.

During the month October, Officer Palmer attended meetings with Dover Youth to Youth staff and students, assisted the Special Investigations Unit, Strafford County Sheriff's Officer, and DEA with drug-related cases in Dover. These cases are ongoing.

Officer Palmer spent two weeks in the month of November as a Field Training Officer for a new patrol officer.

Officer Palmer continues to work with several property owners and property managers to issue trespass notifications to individuals loitering or sleeping in apartment complexes and businesses without permission.

On November 19, 2025, Officer Palmer also visited Little Tree Daycare, where children played inside of a Dover PD cruiser and he talked about the role of police officers.

On November 24, 2025, Officer Palmer and Officer Sobel conducted CRASE training for an accounting firm in Dover.

During November, Officer Palmer assisted the Special Investigations Unit with drug-related cases in Dover. Officer Palmer was also assigned three ICAC cybercrime tips, these cases are ongoing.

Officer Palmer assisted in planning and facilitating the Dover Police Departments Community Winter Event, which included a movie showing of "The Grinch" and holiday activities for families in the community. The event was held in the Dover Police Department Community Room, which was decorated by Community Outreach Bureau staff and Youth to Youth students.



Officer Palmer getting into the holiday spirit before watching "The Grinch" in the Community Room at the Dover Police Department.

Dover Middle School Liaison Officer

In the month of October, Officer Berdecia handled a variety of calls for service, which included six juvenile matters, four community contacts, three welfare checks, and three assistances. Of the calls Officer Berdecia handled, four resulted in school sanctions, one was referred to the Criminal Justice System (CJS), and two were referred to the Dover PD Youth and Family Social Worker.

On October 17, Officer Berdecia assisted Patrol by following up on a juvenile matter from the previous evening, in which a Dover Middle School student posted a picture on TikTok of himself holding what appeared to be a real pistol. Officer Berdecia spoke with the DMS student, the owner of the BB gun, and went to his residence to confirm that the pistol was in fact a replica. Officer Berdecia counseled students on using social media safely and the dangers of carrying a BB gun that looked real.

On October 22, Officer Berdecia handled an endangering the welfare call in which a DMS student disclosed she received a tattoo in her home from her stepfather. Officer Berdecia spoke with the student and the parents and confirmed the tattoo was real. Officer Berdecia later filed warrants charging the parents with Endangering Welfare of Child or Incompetent. The case was also forwarded to DCYF.

On October 16, Officer Berdecia assisted with Woodman Park School's (WPS) Walk / Ride to School Day. Officer Berdecia escorted students and their families from the parking lot of the Restoration Church, 80 Rutland Street, to blacktop in front of WPS. Along the way, Officer Berdecia ensured traffic was stopped while attendees crossed the road, and chatted with those he was able to keep up with. Once at WPS, Officer Berdecia welcomed all students as walked through a gauntlet made up of Dover High School Honors Society Students congratulating them as they passed through.



Officer Berdecia supporting kids during the Woodman Park School walk to school event.

Additionally, Officer Berdecia began instructing DARE classes for himself and coordinating classes for the four other department DARE Instructors, ensuring they possessed the materials necessary to begin their classes. Officer Berdecia presented classes highlighting the DARE Program's "Keepin' It Real" curriculum to 46 5th grade students. The topics included tobacco and alcohol facts and health effects, as well as identifying risks and potential positive or negative consequences.

In the month of November, Officer Berdecia handled a variety of calls for service, which included five DARE presentations, four juvenile matters, and two welfare checks. Of the calls Officer Berdecia handled, two resulted in school sanctions, and one was referred to department's Alternative Suspension Program.

On November 3, Officer Berdecia assisted Patrol with a missing juvenile call. The juvenile was reported missing after school hours, however, Officer Berdecia remained on duty to assist with the search efforts. Officer Berdecia provided the investigating officer with any information he

could gather about the student. Officer Berdecia then searched the downtown area, where he ultimately located the juvenile.

Additionally, Officer Berdecia continued instructing DARE lessons for two 5th grade classes totaling 46 students. Officer Berdecia presented classes from the “Keepin’ It Real” curriculum, focusing on peer pressure, dealing with stressful situations, and different styles of communication. Officer Berdecia also instructed a supplemental R&X lesson that highlighted the dangers of misusing prescription medications whether they were prescribed to the individual or not.

On November 21, Officer Berdecia was the recipient of the NH DARE Officer of the Year Award. He was nominated by fellow Dover DARE Officer Bryon Gore. In the nomination, Officer Berdecia was recognized for his management of the department’s DARE and PACT programs, as well as the positive impact and relationship building with the students and citizens of Dover.



Officer “Louie” Berdecia (center) receiving the NH DARE Officer of the Year Award, supported by Lt. Mitrushi, Ofc. Gore, Capt. Nadeau, and Chief Terlemezian.

In the month of December, Officer Berdecia handled a variety of calls for service, which included 7 welfare checks, 5 DARE presentations, and 4 juvenile matters. Of the calls Officer Berdecia handled, one resulted in school sanctions, and one was referred to Dover Police Department’s Youth and Family Social Worker (YFSW).



Officer Berdecia with Woodman Park School students Zeke and Brycen at the Woodman Park School Family Night.

On December 16, 2025, Officer Berdecia attended Woodman Park School’s (WPS) Family Event Night. During the event, Officer Berdecia interacted with families and school staff while they enjoyed a pancake dinner and were graced with a book reading by a local author.

On December 23, 2025, Officer Berdecia handled a welfare check for Frances G. Hopkins Elementary School involving a student that was chronically absent and with whose parent the school had sporadic contact with. After speaking with neighbors of the involved family, Officer Berdecia found they were staying at a local hotel due to the heat being shut off at their residence. Upon contacting the family, Officer Berdecia connected the parent with the YFSW so that they could discuss resources available to them.

Additionally, in the month of December, Officer Berdecia continued instructing DARE lessons for two 5th grade classes totaling 46 students. Officer Berdecia presented classes from the Keepin’ It Real curriculum, teaching students about non-verbal communication, effective listening, understanding and safely reporting bullying, and their individual help networks. Officer Berdecia also instructed a supplemental vaping lesson that highlighted the dangers of using vape products.

Dover High School Liaison Officer

Officer Watkins handled and assisted with a variety of calls for service in the month of October to include students in a mental health crisis, physical altercations, motor vehicle calls for service, medical assistances, missing persons and a variety of other non-criminal and criminal incidents.

Officer Watkins was informed by DHS Administration of an extended student absence due to a medical issue, and that they were unable to contact a parent. Officer Watkins conducted a welfare check on the student and found they were not being properly cared for at home. Officer Watkins contacted DCYF Central Intake and requested further review on this case.

Officer Watkins worked with DHS Administration to investigate a fight that occurred in the DHS cafeteria during lunch hours. Two students got into a verbal altercation over a photograph that one student took of the other. This escalated to the two punching one another in the face. Both parties received school sanctions.

During a DHS football game, Officer Watkins dealt with several students riding bicycles through crowds of people at the game. One of the students continued after being told to stop and was subsequently asked to leave the game. The student later returned, so Officer Watkins contacted a parent, who picked them up. The student received school sanctions and the case was forwarded to the Juvenile Detective for review.

Officer Watkins worked with DHS Administration to investigate a student's report of being kicked in the genitals. Officer Watkins learned that one of the students grabbed the other by the wrist during a handshake and pulled them into a kick, which lead to the need of medical attention. The student who assaulted the other student received school sanctions. Officer Watkins also forwarded this case to the Juvenile Detective for review.

Officer Watkins performed various other duties as the School Resource Officer, including: interacting with students and faculty on a regular basis, building relationships within the school community, traffic control, and police details at various school events.

During school vacation at the end of November, Officer Watkins returned to patrol in order to assist with traffic enforcement and other calls for service.

Whittier Falls Liaison Officer

During the month of October 2025, Officer Gore responded to 128 calls for service, 118 as primary officer, and 10 as secondary officer. Officer Gore maintained a visible and approachable presence within the DHA communities and the City of Dover. Officer Gore also assisted both DHS and DMS School Resource Officers in coverage due to trainings. Officer Gore worked 8 hours of traffic grants for Speed Enforcement and Distracted Driving/Hands Free Device Violations this month.

Officer Gore continued to be proactive by patrolling all DHA communities, conducting foot patrols, property checks, and assisting patrol with non-DHA calls for service when he was available. In addition to proactive patrols, Officer Gore handled various calls for service to include; assistance calls, checkups, welfare checks, motor vehicle accidents, disturbances, welfare checks, emotionally disturbed persons, and alarms. Additionally, Officer Gore conducted 20 community contacts, preformed 35 motor vehicle stops, and completed 15 background investigations for DHA applicants and new DHA hires.



Officer Gore and Officer Berdecia at Walk to School Day at Woodman Park School.

Officer Gore assisted the Woodman Park School with a walk to School day. Officer Gore walked with several students along Washington Street and Arch Street to the Woodman Park School. While there, Officer Gore spoke to several students, staff and family members who were there cheering for the students as they arrived to school.



Officer Gore talking with residents of Waldron Towers during Mobil Drug Take Back Day.

Officer Gore also participated in the Mobile Drug Take Back Day program in which he and Officer Palmer traveled to several elderly neighborhoods collecting any old, expired, or unused medications for proper disposal. Officer Gore and Palmer got to talk to the residents, answer questions, and hear any concerns that anyone may have.

Officer Gore attended a Halloween party and parade hosted by the DHA. This included food, games and prizes for costumes at the Seymour Osman Community Center. This is a yearly event that Officer Gore enjoys attending, which gives him the ability to interact with families and children, most of which he knows from being active in the schools and being present in the DHA communities.

Officer Gore began to teach DARE this month to DMS 5th Grade students. This is his 3rd year teaching the DARE program. Officer Gore has 4 classes this year, with roughly 20 students in each class. Officer Gore, along with the other DARE Officers are in the schools several days a week, interacting with the students in classes and in the halls.

During the month of November 2025, Officer Gore responded to 124 calls for service, 117 as primary officer, and 7 as secondary officer. Officer Gore maintained a visible and approachable presence within the DHA communities and the City of Dover. Officer Gore also assisted both DHS and DMS School Resource Officers in coverage due to trainings. Officer Gore worked 12 hours of traffic grants for Speed Enforcement and Distracted Driving/Hands Free Device Violations this month.

Officer Gore continued to be proactive by patrolling all DHA communities, conducting foot patrols, property checks, and assisting patrol with non-DHA calls for service when he was available. In addition to proactive patrols, Officer Gore handled various calls for service to include; assistance calls, checkups, welfare checks, motor vehicle accidents, disturbances, welfare checks, emotionally disturbed persons, and alarms. Additionally, Officer Gore conducted 18 community contacts, preformed 25 motor vehicle stops (8 citations issued), and completed 5 background investigations for DHA applicants and new DHA hires. Office Gore also worked and impressive 79 hours of patrol overtime this month to assist patrol in coverage for vacations, trainings, sick callouts and injuries. Additionally, Officer Gore responded to 2 calls in the compacity as a Crisis Negotiator with the county's tactical team.

Officer Gore conducted educational trainings to the DHA elderly communities to help identify phone and internet scams. Officer Gore does this training each year during the holidays as there in an increase during this time of year. Officer Gore identified the traditional scams, as well as the new tactics and trends that are circulating.

Officer Gore along with other local Veterans, took several questions from the Dover Middle School 6th grade class. This event was geared towards a lesson that the 6th grade class had been working on helping the class identifying the sacrifices veterans make and made.

Officer Gore spoke to a male that had caused a disturbance in Somersworth with a firearm, who then crossed into Dover. This sparked a several-hours long negotiation with the armed male at Willand Pond. The incident concluded with the man surrendering peacefully to authorities. Additionally, Officer Gore responded to Mineral Park Drive to assist with the arrest and negotiation of an armed male who had robbed a local business the previous night. This event ended relative quickly with the male surrendering to authorities.

During the month of December 2025, Officer Gore responded to 105 calls for service, 93 as the primary responder and 12 calls as secondary. Officer Gore logged 14 community contacts, completed 3 background checks, & conducted 12 motor vehicle stops. Primarily the calls for service consisted of assistance calls, thefts, checkups, motor vehicle accidents, and welfare



Officer Gore talking to residents of Waldron Tower about common phone and internet scams that target aged adults.

checks and 2 untimely deaths. Additionally, Officer Gore responded to a SWAT call out in Dover, NH as a Negotiator.

During the month of December, there were several colder nights and days. Officer Gore made it a point to visit the elderly communities to ensure they were prepared. Officer Gore spoke with several residents who opposed the cold weather, but were well prepared for the winter storms. Office Gore encouraged residents to check on one-another and to call immediately if there were any issues.

Officer Gore continues to be present in the DHA communities, walking the properties, meeting and visiting with residents and assisting with any issues that they may have. Officer Gore made regular check-ins with DHA staff daily to ensure that DHA needs are being met.

Social Work Unit

Social Work Unit Supervisor

Kaitlin Jones had 10 new referrals in October 2025. In total, Kaitlin Jones has had 73 referrals in 2025.

Throughout the month of October, Kaitlin Jones attended and participated in a number of events and meetings. This included biweekly case review with the Directors of Dover City Welfare and Dover Housing Authority, facilitating the monthly NH PSW Peer Support Group meeting, in addition to touring the new sober living home on Grove Street in Dover, a meeting with Dover Children's Home to discuss resources for residents around healthy relationships and interpersonal violence, participating in the monthly Dover Mental Health Alliance meeting, attending the ribbon cutting ceremony and open house for The Rapids (workforce housing) in Rochester, NH, and attending and participating the YMCA's Communities that Care event.



Kaitlin Jones at the NH Children's Trust Annual Summit in Concord, NH.

Kaitlin Jones presented at the NH Children's Trust Annual Summit in Concord, NH – presentation titled "Strengthening Community Connections: The Role of Police Social Work in New Hampshire."

Kaitlin Jones and Outreach Social Worker, Shannon Snyder, presented at Portsmouth Christian Academy about the Social Work Unit's response to unmet social service needs in the City of Dover.

Kaitlin Jones and Vicki Harris began discussing the Social Work Unit's application submission to Service to Science to be recognized as an Innovative Program and, eventually, an Evidenced Based Program.

Kaitlin continued training social work interns Britney Jackson (BSW) and Jenna Souza (MSW). A third intern was removed from the program because he was determined not to be a good fit.

Kaitlin hosted BSW Internship Liaison, Professor Kelsey Boucher, for a site visit.

Kaitlin Jones had 2 new referrals in November 2025. In total, Kaitlin Jones has received 75 referrals in 2025.

Throughout the month of November, Kaitlin attended and participated in a number of events and meetings. This included biweekly case review with the directors of Dover City Welfare and Dover Housing Authority, facilitating the monthly NH PSW Peer Support Group meeting, and starting monthly case review with Alliance Property Management; in addition participating in Strafford County's Partner Coordination Meeting to discuss the impact of the SNAP/government shutdown on clients, touring the Willand Warming Shelter and meeting with staff, presenting on the Social Work Unit at the monthly Dover Mental Health Alliance meeting, collaborating with Seacoast Mental Health on supporting transient clients crossing from Strafford County to Rockingham County, and touring the new sober living home – Tristan Miller House – in Rochester.

Kaitlin Jones, Bridget Ryan, Lt. Alex Mitrushi, and Dr. Nikhil Tomar from the University of New Hampshire finalized the IRB proposal to conduct a research study with goal to collect data and analyze Social Work Unit programming in an effort to move toward evidenced based program certification. IRB approval was granted on 11/21/25, with study to begin in Spring 2026.

Kaitlin Jones and Vicki Harris continued discussing the Social Work Unit's application submission to Service to Science to be recognized as an Innovative Program and, eventually, an Evidenced Based Program.

Kaitlin Jones submitted application to begin supervision toward LICSW credentialing and submitted for recertification of CPS credentialing.

Kaitlin continued training social work interns Britney Jackson (BSW) and Jenna Souza (MSW), and hosted MSW Internship Liaison, Professor Kaite Godshall, for a site visit.

Kaitlin Jones had 5 new referrals in December 2025. In total, Kaitlin Jones has had 80 referrals in 2025.

Throughout the month of December, Kaitlin Jones attended and participated in a number of events and meetings. This included weekly Willand Warming Center Activation Meetings with Willand Warming Shelter staff and various outreach agencies, biweekly case review with the Directors of Dover City Welfare and Dover Housing Authority, facilitating the monthly NH Police Social Worker (PSW) Peer Support Group meeting, and monthly case review with Alliance Property Management; in addition participating in the monthly Dover Mental Health Alliance meeting, and attending and participating in Strafford County Public Health Network's All Partner Luncheon.

Kaitlin began providing technical assistance and support to new Tamworth Police Department Police Social Worker, Katie Bilodeau who is scheduled to shadow the DPD SWU on January 8, 2026.

Outreach Social Worker (OSW):

Shannon Snyder joined the Social Work Unit as the Outreach Social Worker on July 7, 2025. Throughout the month of October, Shannon Snyder continues to focus on cultivating community relationships as well as building a case load through both lobby calls, patrol referrals, and on foot outreach efforts within the City of Dover.

Shannon had 5 new cases in September 2025. In total, Shannon Snyder, has had a total of 21 cases in 2025, with the Outreach Social Worker case total for 2025 being 56 cases.

General case management is offered to adults referred by patrol or who generate frequent and ongoing calls for service due to unmet social service needs. Shannon also conducts community outreach throughout the City of Dover, which includes citizens in need of services, businesses, and community organizations/partnerships.

Throughout the month of October, Shannon participated in meetings and events with various local organizations in an effort to build new connections and maintain collaboration with providers, to include: Tour of Keep It Simple House in Dover, NH, Dover Mental Health Alliance Community Meeting, NH Police Social Work Peer Group Meeting, Home For All Full Coalition Meeting, Bold Steps Open House in Concord, NH, weekly Homeless Outreach Meetings, 42 CFR Part 2 and HIPPA Training, Collaboration Meeting with Waypoint and Tour of Waypoint Drop-In Center, Food For All Community Connections at the Dover Farmer's Market event, Ribbon Cutting at The Rapids on Cocheco Apartments, Communities That Care Conference, Collaboration Meeting with Elm Grove Companies, Strafford County Addiction Task Force Monthly Meeting, Collaboration Meeting with Somersworth Police Department Outreach Officer, and Portsmouth Christian Academy Roundtable Discussion.

Shannon Snyder had 7 new cases in November 2025. In total, she has received a total of 28 cases in 2025 and the Outreach Social Worker position has received a total of 63 cases for 2025.

Throughout the month of November, Shannon Snyder participated in meetings and events with various local organizations in an effort to build new connections and maintain collaboration with providers, to include: Seacoast Partners Government Shutdown Coordination Meetings, Collaborative Outreach Meetings, Addiction Summit Planning Committee, Willand Warming Center Activation Debriefs, DMHA Community Meeting, NH Police Social Worker Peer Group, Strafford County Addiction Task Force, Tour of Tristen Miller Sober House, Collaboration Meeting with Alliance Asset Management, and Thanks4Giving Event.

Shannon Snyder had 6 new cases in December 2025. In total, Shannon Snyder has had a total of 34 cases in 2025 and the Outreach Social Worker position has had a total of 69 cases for 2025.



Shannon Snyder delivering Thanksgiving dinners to individuals working with the Social Work Unit during the annual Thanks4Giving event.

Throughout the month of December, Shannon Snyder participated in meetings and events with various local organizations in an effort to build new connections and maintain collaboration with providers, to include: Willand Warming Center Activation Meetings, Home For All Coalition Storytelling Workgroup, Dover Mental Health Alliance Community Meeting, NH Police Social Work Peer Group, Strafford County Addiction Task Force Monthly Coalition, Addiction Summit Planning Meeting, Strafford County Public Health Network All Partner Luncheon, Collaboration with Alliance Asset Management, Christmas Basket Preparation and Delivery, Collaborative Outreach Meetings, and HearthWell Recovery Open House.

Youth & Family Social Worker

Alexis Taatjes had 10 new referrals in October 2025. In total, Alexis Taatjes, has had a total of 120 referrals in 2025.

Alexis had 8 new referrals in November 2025. In total, Alexis Taatjes, has received a total of 128 referrals in 2025.

Alexis had 6 new referrals in December 2025. In total, Alexis Taatjes, has had a total of 134 referrals in 2025.

General case management is offered to youth and families when a child is involved in a call for service (CFS) or if they are referred for additional supports. This is also offered to youth and families referred by the Juvenile Services Detective, to collaborate with the assigned DCYF CPSW to provide supplemental case management.

Traffic Bureau

At the end of September, Lt. Mitrushi was assigned some responsibilities of the Traffic Coordinator position and spent time communicating with different groups and organizations that he will be working with.

Lt. Mitrushi coordinated the Apple Harvest Day operations plan for the community event on October 4, 2025. This required a complete road closure of Central Avenue from Fourth Street to Washington Street, parts of First, Second, and Third Streets, as well as portions of Henry Law Avenue. Lt. Mitrushi wrote the operations plan, ensured the necessary road block equipment was delivered and in place prior to the event, ensured that the 23 Dover Police Officers were aware of their responsibilities for the day-long community event, and wrote the operations plan for the 5K road race earlier that morning. Lt. Mitrushi later attended a debriefing for the event on October 29, 2025 at the Greater Dover Chamber of Commerce.

Lt. Mitrushi worked with the event organizer of the 10th annual Fire on the Mountain Back Country Expo, which was held on October 16, 2025 at Henry Law Park. The event coordinator required significant assistance with the permitting process due to changes in the original permit application.

Lt. Mitrushi worked with the event organizer of the American Cancer Society to hold a “toll fundraiser” along the roadway at Central Avenue and Oak Street on October 18, 2025.

Lt. Mitrushi worked with the event organizer of the 4th Annual Witches Market, which was held on October 19, 2025. This required an operations plan with a road closure of Central Avenue from Hale Street to Washington Street, and a significant detour from 8am-5pm. Lt. Mitrushi acted as the Officer in Charge (OIC) for the event with 4 other officers to provide traffic control and event safety.

Lt. Mitrushi worked with the event organizer of the Dover Middle School Pumpkin Dash 5K Road Race, which was held on October 26, 2025. This required an operations plan with a road closure of Exit 7 Southbound from the Spaulding Turnpike. Lt. Mitrushi worked with the NH Department of Transportation to secure a closure of the highway exit.

Lt. Mitrushi worked with the event organizer of a block party on October 31, 2025. This required closure of Grove Street and Ash Street for the evening to provide a safe environment for young people to go trick-or-treating.

Throughout the month of October, Lt. Mitrushi attended three Technical Review Committee meetings and provided police department input to three different construction projects.

Toward the end of October, Lt. Mitrushi coordinated with the City Clerk’s office, the Moderators from all 6 City Wards, and the Principals of the elementary schools to prepare for the November 4, 2025 local election. Lt. Mitrushi discussed parking restrictions, election laws, and advised moderators how to address issues.

On November 4, 2025, Lieutenant Mitrushi and Officer Gore placed barricades and signage at the six different polling locations for the local election. Lt. Mitrushi coordinated with the city clerk’s office, the moderators from all six city wards, and the principals of the elementary schools to ensure a safe and efficient local election process.

On November 8, 2025, Lt. Mitrushi and Officer Gore assisted with traffic control and crowd safety at a bridge dedication ceremony. The lower Washington Street Bridge was named in honor of the fallen United States Marine and Dover resident, Captain Jack Casey.

On November 13 and 24, 2025, Lt. Mitrushi and AnnMarie Cummings from the Records Unit met with University of New Hampshire Professor Andrew MacPherson regarding a traffic study project to determine if Artificial Intelligence (AI) can help with a more efficient approach to address traffic related concerns in the City of Dover. Professor MacPherson and his team have formed an LLC, Grey Box Solutions, that will work with the department by evaluating different data sets.

Throughout November, Lt. Mitrushi coordinated with the event organizers of the Garrison Elementary School Parent Teacher Group Turkey Trot 5K Road Race, which was held on November 27, 2025. This road race had over 1,200 runners and required an operations plan with several road closures and detours. Lt. Mitrushi ensured barricades and signage were in place prior to the event and acted as the Officer-in-Charge (OIC) on the day of the event, which required 6 police officers.

Throughout the month of November, Lt. Mitrushi coordinated with representatives from “Cochecho Friends,” the non-profit responsible for organizing the Dover Holiday Parade. Lt. Mitrushi coordinated the deployment of barricades and signage, arranged for notification flyers to be distributed to residents along the parade staging area, worked with the railroad companies, wrote a press release, and drafted the operations plan for the parade, which was held on Sunday, November 30, 2025. This involved assigning traffic safety and crowd control posts to 22 police officers and 5 parking enforcement officers along the 1-mile parade route.

Lt. Mitrushi serves as the department’s designated city staff representative to the Transportation Advisory Commission (TAC). In this role, he is responsible for reviewing and responding to citizen email submissions to the TAC regarding traffic-related comments and concerns. Lt. Mitrushi compiled these issues and created the agenda for the November 24, 2025 TAC meeting. During the November TAC meeting, Lt. Mitrushi summarized the submitted concerns, provided relevant police department input and traffic data, and participated in discussion.



Chief Terlemezian (center) poses with members of the Dover Police Department Color Guard before the start of the parade. From Left to right is Officer Bryon Gore, Detective Molly Martuscello, the Chief, Sergeant Bryon Gore, Officer Luis Berdecia.

Lt. Mitrushi communicated with several other event organizers for block parties, road races, and events scheduled in the coming months as part of the permit review process.

Throughout the month of November, Lt. Mitrushi attended three Technical Review Committee meetings and provided police department input to four different construction projects.

On December 8, 2025, Lt. Mitrushi and Chief Terlemezian met with a parent of a child who attends My School on Locust Street to discuss traffic concerns in the area of the daycare. Lt. Mitrushi explained to the resident several methods the department can use to address speeding, distracted driving, and other motor vehicle complaints in that area. As a result, Lt. Mitrushi placed two mobile RADAR units in the area of the daycare on December 11, 2025. The Traffic Enforcement Officer will also be directed to focus on this area when the position begins in January 2026. Lt. Mitrushi also added this topic to the January Transportation Advisory Commission agenda.

On December 18, 2025, Lt. Mitrushi and AnnMarie Cummings from the Records Unit met with University of New Hampshire Professor Andrew MacPherson regarding a traffic study project to determine if Artificial Intelligence (AI) can help with a more efficient approach to address traffic related concerns in the City of Dover. Professor MacPherson and his team have formed an LLC, Grey Box Solutions that will work with the department by evaluating different data sets. During this December meeting, Lt. Mitrushi and AnnMarie Cummings provided traffic data regarding motor vehicle collisions and traffic stops for 2024 and 2025.

Throughout December, Lt. Mitrushi coordinated with the event organizers of the Reds Race for a Better Community 5-mile road race, which is planned for May 2026. The course for 2026 will

have to be modified due to ongoing major roadway construction projects in the city. Lt. Mitrushi and the event organizers have been working on a new route for the event.

Lt. Mitrushi serves as the department's designated city staff representative to the Technical Review Committee (TRC). During the month of December, Lt. Mitrushi reviewed plans for several different construction projects, provided police department input concerning public safety, and attended two meetings of the TRC.

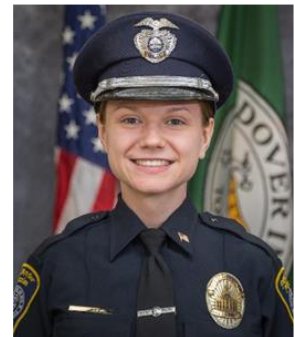
Lt. Mitrushi also serves as the department's designated city staff representative to the Transportation Advisory Commission (TAC). In this role, he is responsible for reviewing and responding to citizen email submissions to the TAC regarding traffic-related comments and concerns. Lt. Mitrushi compiled these issues that will be added to the agenda for the January 26, 2026 TAC meeting.

Lt. Mitrushi communicated with several other event organizers for block parties, road races, and events scheduled in the coming months as part of the permit review process.

Standards Unit

Jenna Donais returned to the Dover Police Department on October 12, 2025 after a brief period of employment as a police officer in Rochester. Prior to her departure in the spring, Officer Donais had worked for the Dover Police Department for 7 years.

The Standards Unit administered two (2) oral boards and one (1) written exam in October 2025.



Officer Jenna Donais

On September 29-October 3, Detective Molly Jalbert attended Center for Youth Justice Diversion held in Washington, DC. This program is designed to equip multidisciplinary teams, including law enforcement, with the knowledge, frameworks, and collaborative skills necessary to establish, implement, and sustain effective diversion initiatives. Participants learned about the research behind diversion, examined diversion as a key decision point for advancing equity, and explored prom alternatives such as pre-arrest and pre-court diversion models.

On September 29-October 3, Sergeant Adam Gaudreault attended Digital Currency Course held in Hoover, Alabama. The one-week training provided law enforcement investigators basic knowledge regarding digital currencies used in criminal activity. Students learned the fundamentals of blockchains, transactional tracing, and seizure of digital assets. Students were also exposed to current and future trends as well as the numerous challenges faced by law enforcement in this rapidly evolving field.

On October 10, Social Worker Shannon Snyder attended a class entitled Confidentiality Update. This course highlighted key differences between HIPPA & CFR laws by using distinct examples. Participants discussed the most recent changes for the Federal Confidentiality Rules, how the

recent changes to the FCR impact client privacy and counselor responsibility, how examine their own beliefs about client care, client right to privacy and informed consent.

On October 15, Social Worker Alexis Taatjes attended Building Connection, Joy, and Community to Support Youth in the Face of Adversity, via Zoom. This is a four-part training series is designed for individuals seeking to strengthen their own wellbeing while supporting the youth and community they serve. This series explores the internal and external stressors faced by helping professionals and offers concrete, evidence-based tools to foster hope, connection, and resilience on individual, family, small group, community, and organizational levels.

On October 20-21, Sergeant Bryon Lynch attended AR15 Armorer Certification held in Exeter, NH. This training focused on the mechanical functioning, disassembly/reassembly, maintenance, troubleshooting, and field repair of different variants of the M16/M4 and AR15 rifle.

On October 21, Officer Tim David attended Intoxilyzer Recertification held in Concord, NH. This re-certification is mandatory annual in order to conduct breathalyzer exams.

On October 23, Parking Enforcement Officers John Downs and Melanie Creamer attended De-Escalation Techniques: Dealing with Difficult People, hosted by Primex and held in Concord, NH. The training included common triggers that lead to escalation, the stages of verbal and crisis continuums, and practical techniques for maintaining control and safety. Participants were taught how to use techniques and methods to address conflict constructively and redirect challenging behavior before it escalates.

On October 23, Prosecutor Meagan Gann attended a virtual training entitled 2025 Law Review Day. This training provided an overview of the legislation that passed in 2025 that are relevant to professionals who support victims of crime in New Hampshire. Presenters reviewed recently enacted laws, focusing on the impact legislation will have on victims of crime.

On October 29, Officers Christopher Gibbons and Carmen Cusick attended Defensive Tactics Recertification, Part 2. This training is mandatory in order to keep the defensive tactics certification.

The Standards Unit administered seven (7) oral boards and two (2) written exams in November 2025. There were no new hires.

On November 3-5, Officer Tyler Malsbury attended Field Training Officer (FTO) training held in Epping, New Hampshire. This comprehensive three-day training is built and designed for new and prospective FTOs. This course equipped participants with the skills to effectively train, mentor, and evaluate probationary officers. Topics included leadership, ethics, legal considerations, adult learning strategies, and proper documentation using standardized evaluation guidelines. Students demonstrated the ability to evaluate trainee performance through a series of evaluation videos and case study; students summarized foundational leadership skills as they apply to direct supervision in the FTO process; and students analyzed the legal and liability ramifications relating to the role as a Field Training Officer and first line supervisor.

On November 5, Communications Supervisor Lyndsay Salantri and Assistant Communications Supervisor Christian Reed attended New Hampshire TAC (Terminal Agency Coordinator) Conference. This conference is held annually to update attends on changes to rules and regulations.

On November 6, Officer Jonathan Palmer attended a one day training entitled Internet of Things: Criminal Investigation Considerations. This training involved a web of data which requires planning to access and manage; exploring devices and their connected systems to understand how they create valuable evidence that could have significance at crime scenes; how to retrieve and review the data, identify applicable Fourth Amendment concepts, and apply them to build a legally defensible and ethical case.

On November 13-14, Dispatcher Shannon Burke attended virtual training on Fundamentals of Tactical Dispatch. This training was designed for telecommunicator's who want to enhance their knowledge, skills, and abilities to ultimately serve as a member of a tactical/incident dispatch team. Classroom instruction was supplemented by practical exercises that help students apply the lessons to their own agency's policies and procedures. Topics included basic knowledge necessary for a tactical dispatcher; how tactical dispatchers prepared; focus on radio communication; deployment; telephone systems; and incident types.

On November 18, numerous sworn officers attended Intoxilyzer Recertification held in Dover, NH. This re-certification is mandatory annually to order to conduct breathalyzer exams.

There were no new hires during the month of December. The Standards Unit administered one (1) oral board and (2) written exams in December 2025.

Prevention Programmer Kelsey Levesque resigned effective December 23, 2025.

On December 1-4, Detective Molly Martuscello attended the 2025 NEDIAI Conference held in Portland, Maine. This conference is held yearly The NEDIAI Conference is a three-day conference for Forensic and Crime Scene Professionals and offers lectures and workshops on topics various topics including Crime Scene Investigation and Processing, Photography, the collection and examination of Latent Print, Footwear and Tire Track, and Bloodstain Pattern Evidence, Biometrics, and many other types of impression and identification evidence disciplines.

On December 2-4, Chief Dave Terlemezian and Sergeant Tim Keefe attended a three-day Use of Force Summit held in Connecticut. This summit brought leading law enforcement experts, trainers, and researchers for three days of cutting-edge education, practical training, and professional networking.

On December 8, Assistant Communications Supervisor Christian Reed and Dispatcher Cassidy Walker attended A Victim's Plea – 911 Call for Excellence, held in Laconia, NH. This powerful and immersive one day course took students on an emotional journey through the tragic events surrounding the kidnapping, rape, and murder of Denise Amber Lee. Through the in-depth retelling of Denise's story, participants gained a first-hand understanding of the heartbreaking events and the vital lessons that emerged from this tragedy. The course examined the role of

multiple 911 centers that played during the incident, analyzing successes and failures to highlight the importance of consistent excellence in emergency communications.

On December 8 -12, 2025, Officer Carmen Cusick attended a week-long class entitled Advanced Shooting Incident Analysis & Reconstruction in Portland Maine. The topics included:

- Review of Basic SIR Topics
- Reconstruction - Key Concepts & Methodology
- The Role of Objectivity & the Influence of Bias During the Reconstruction Process
- Small Group Activity - Processing a Motor Vehicle Shooting Scene
- Incorporation of Bloodstain Analysis into a Reconstruction
- The Human Body as a Target & Incorporation of Wound Tracks
- Small Group Activity - Reconstruction of an Actual Case Study
- Writing the Reconstruction Report & Testimony
- Small Group Activity - Presentation of PowerPoint Case Study Reconstruction & Finding

On December 9, Officer Erin Driscoll participated in a webinar entitled Device Triage Workshop. This workshop focused on extracting data from various devices even if the device is damaged. The class also focused on identifying unknown devices and getting data from that.

On December 9, Officer Logan Flynn attended Search & Seizure Mobile Enforcement held in Pembroke, NH. This training covered how to implement effective drug interdiction through traffic stops. Ensuring a stop remained lawful as it progressed from a traffic violation, to reasonable articulable suspicion that something illegal was occurring, to probable cause that there were drugs or other items in the vehicle which would allow for a search warrant to be drafted were also discussed.

On December 9-11, Sergeant Tim Keefe attended Primex Supervisors' Academy held in Concord, NH. This training was an intensive, three-day program where participants engaged actively in classroom discussions, case studies, and exercises to enhance supervisory and leadership skills. The curriculum integrated real-world scenarios to apply concepts of leadership, decision-making, and team management.

On December 11, Officer Erin Driscoll participated in a webinar entitled Fundamentals of Connected Devices. This webinar focused on connected devices and the vulnerabilities in connected devices, as well as how to mitigate some of those vulnerabilities. Also discussed was investigative techniques when you come across a connected device that may be compromised and/or connected to criminal activity.

On December 16, Captain Mark Nadeau, Lieutenant Alex Mitrushi, and Prosecutor Meagan Gann attended the 2025 NH Governors Highway Traffic Safety Conference held in Concord, NH.

On December 16, Officer Derek O'Neil attended Intoxilyzer Recertification. This certification is mandatory annually in order to conduct breathalyzer exams.

Special Services Bureau

During the month of October 2025, 12 registered sex offenders were processed by the Dover Police Department's Special Investigations Unit. The processing of a sex offender can range from the annual, semi-annual, quarterly, or initial registration, and can also include a change of address or other information that must be updated.

SIU detectives presented 7 investigations to a Grand Jury for indictment. All of the presentations resulted in a "true bill", meaning the Grand Jury determined that probable cause existed that the accused committed a crime. Cases presented to the Grand Jury are classified as a felony offense or a misdemeanor with an enhanced penalty.

SIU detectives investigated 1 unattended death in October 2025.

Throughout October 2025, SIU detectives conducted targeted drug operations with local, county, and federal law enforcement.

As a result of a SIU investigation, a Dover man was arrested for Domestic Violence – Simple Assault, a misdemeanor offense.

As a result of a SIU investigation, a Dover man was arrested for failure to comply with sex offender registry regulations, a felony offense.

SIU detectives attended 2 forensic interviews at the Strafford County Child Advocacy Center. These interviews are designed to document detailed information about alleged crimes that were experienced or witnessed by children.

On October 6, 2025, Detective Molly Jalbert conducted Civilian Response to Active Shooter Events (CRASE) training to staff at the Garrison Elementary School.

On October 8, 2025, and October 23, 2025 Det. David Anderson conducted fraud education presentations at Mast Landing Senior Care Housing and Bishop Gendron apartments, respectively.

On October 28, 2025, Det. Anderson presented CRASE training to citizens at the First Parish Church

SIU detectives obtained 3 search warrants to further ongoing criminal investigations.

SIU detectives referred 22 police reports to the Division of Children, Youth and Families. These informational referrals are for incidents that officers responded to in which children witnessed or were alleged victims of criminal acts or other concerning conduct.

The Special Investigations Unit investigates Internet-based crimes occurring in Dover as assigned by the Internet Crimes Against Children (ICAC) Task Force. In October 2025, SIU detectives had 2 active ICAC cases.

At the end of October, detectives had 32 open investigations.

During the month of November 2025, 15 registered sex offenders were processed by the Dover Police Department's Special Investigations Unit. The processing of a sex offender can range from the annual, semi-annual, quarterly, or initial registration, and can also include a change of address or other information that must be updated.

SIU detectives presented 10 investigations to a Grand Jury for indictment. All of the presentations resulted in a "true bill", meaning the Grand Jury determined that probable cause existed that the accused committed a crime. Cases presented to the Grand Jury are classified as a felony offense or a misdemeanor with an enhanced penalty.

SIU detectives investigated 3 unattended deaths in November 2025.

Throughout November 2025, SIU detectives conducted targeted drug operations with local, county, and federal law enforcement. These investigations led to the arrest of two Dover men on felony drug charges.

As a result of a SIU investigation, a Dover man was arrested for Robbery, a felony offense.

SIU detectives attended 5 forensic interviews at the Strafford County Child Advocacy Center. These interviews are designed to document detailed information about alleged crimes that were experienced or witnessed by children.

SIU detectives obtained 11 search warrants to further ongoing criminal investigations.

SIU detectives referred 12 police reports to the Division of Children, Youth and Families. These informational referrals are for incidents that officers responded to in which children witnessed or were alleged victims of criminal acts or other concerning conduct.

The Special Investigations Unit investigates Internet-based crimes occurring in Dover as assigned by the Internet Crimes Against Children (ICAC) Task Force. In November 2025, SIU detectives had 2 active ICAC cases.

At the end of November, detectives had 38 open investigations.

During the month of December 2025, 21 registered sex offenders were processed by the Dover Police Department's Special Investigations Unit. The processing of a sex offender can range from the annual, semi-annual, quarterly, or initial registration, and can also include a change of address or other information that must be updated.

SIU detectives presented 5 investigations to a Grand Jury for indictment. All of the presentations resulted in a "true bill", meaning the Grand Jury determined that probable cause existed that the accused committed a crime. Cases presented to the Grand Jury are classified as a felony offense or a misdemeanor with an enhanced penalty.

SIU detectives investigated 3 unattended deaths in December 2025.

As a result of a joint SIU – Concord Police Department investigation, a Dover man was arrested on felony level charges for failing to register as a sex offender, and a Dover woman was arrested on charges of aiding him in those crimes.

As a result of a SIU investigation, a Dover woman was arrested on two counts of simple assault and one count of endangering the welfare of a child – all class A misdemeanors.

SIU detectives attended 4 forensic interviews at the Strafford County Child Advocacy Center. These interviews are designed to document detailed information about alleged crimes that were experienced or witnessed by children.

SIU detectives obtained 5 search warrants to further ongoing criminal investigations.

SIU detectives referred 10 police reports to the Division of Children, Youth and Families. These informational referrals are for incidents that officers responded to in which children witnessed or were alleged victims of criminal acts or other concerning conduct.

The Special Investigations Unit investigates Internet-based crimes occurring in Dover as assigned by the Internet Crimes Against Children (ICAC) Task Force. In December 2025, SIU detectives had 2 active ICAC cases.

On December 23, 2025, Detective Molly Martuscello assisted with instruction with a Dover High School criminal law class.

At the end of December, detectives had 37 open investigations.

Parking Bureau

Parking personnel assisted in placing barricades and signs in support of several downtown events. Those included Apple Harvest Day, Witches Market, American Cancer Society Road Toll, and the Pumpkin Dash 5K. Temporary “No Parking” barricades were also posted in 24 locations throughout the city for a variety of Community Services projects.

Although Parking Officers come across a variety of infractions during their day, they also understand that just issuing citation may not be enough. In this case, the officer notified her supervisor of a vehicle facing the wrong way on a one-way street that at times can be very busy. The driver was located and advised to be very careful when leaving and to make sure they went the correct direction. They were also provided a phone number for dispatch in case they needed an officer to assist in turning around when they left the Children’s Museum. The driver advised that upon seeing an open spot across the street, they had made a U-turn on Washington Street in front of the Noggin Factory.

The Parking Bureau undertakes activities that helps vehicle owners understand the winter parking regulations.



There are 38 streets in the city that have seasonal one-side restrictions due to the inability of plows and emergency vehicles to get down the street when vehicles are parked on both sides. Signs are posted, but the Parking Bureau provides reminders during the starting weeks of this restriction. Parking officers distribute cards with the details of the restriction and record the vehicle's license plate.

The second activity involves putting reminders on vehicles, city-wide, about the winter parking regulations and how to sign up for notifications. More than 1,000 cards were placed on vehicles at the end of November.



In November Parking Bureau personnel placed 192 barricades and 281 cones at 114 locations throughout the city for parking and traffic control in support of various events and maintenance projects. The events included the dedication of the Capt. Jack Casey Bridge, Election Day, the Turkey Trot 5K and the Holiday Parade.

The Parking Bureau has begun moving towards tracking monthly parking rights (permits) by plate instead of the cumbersome cardboard permits that were used for decades. This will be done through a program that allows parking staff to populate plates for specific parking zones and length of purchase. Drivers no longer have to worry about displaying their permit. This has been a frequent request by permits owners over the years. Permit holders who may use different vehicles in their households frequently, can still opt for the cardboard permit. The program has begun for permit holders in the 4th Street lot, 3rd Street lot and Transportation Center lot.

This new process is especially welcome by property owners who manage dozens of permits. They no longer have to distribute the permits and renewal stickers each month. This eliminates issues with reported lost or stolen permits.

	Dec-25	Dec-24	Dec-23	Fiscal YTD 2026	FY 2025	FY 2024
Meter Activity - Total						
Meter Transactions	44,890	45,529	46,148	270,016	563,361	547,885
Income at Meters	\$114,290	\$108,073	\$95,064	\$655,070	\$1,298,991	\$1,127,158
Active Meter Days	26	25	25	152	302	301
Average Daily Meter Transactions	1,727	1,821	1,846	1,776	1,865	1,820
Meter Activity - Parking Garage						
Meter Transactions	3,087	2,355	2,850	13,866	29,917	29,338
Income from Meters	\$11,914	\$8,155	\$8,037	\$46,041	\$101,175	\$86,980
Active Meter Days	31	31	31	184	365	365
Average Daily Meter Transactions	100	76	92	75	62	87
Permit Activity						
Total Parking Permits Issued	823	807	830	4,975	9,891	9,743
Permit Income	\$50,473	\$44,751	\$57,546	\$236,290	\$424,938	\$381,967
Parking Ticket Activity						
Total Parking Tickets Issued	1,879	1,344	883	9,121	15,838	11,239
Parking Ticket Income	\$48,783	\$29,987	\$12,900	\$216,010	\$382,319	\$235,326
Stations						
Number of times Stations Used	28	63	78	204	649	800

K-9 Unit

On October 9, 2025, Officer David and K9 Vision responded to Rochester, NH, to assist the Rochester Police Department, HSI, and ATF with a high-risk search warrant at a residence. This search warrant was for an investigation involving the illicit possession and manufacturing of fully-automatic firearms and "Glock Switches." It was requested that K9 Vision be on scene as a perimeter unit, should any of the occupants decide to flee. Ultimately, all suspects were taken into custody without issue.

On October 22, 2025, Officer David and K9 Vision assisted the Somersworth Police Department with a motor vehicle stop, which became a narcotics investigation. K9 Vision was alerted to the presence of illicit narcotics inside of the vehicle. During the traffic stop, Methamphetamine was recovered.

On October 27, 2025, Officer David and K9 Vision responded to an area where a missing juvenile was believed to have last been spotted. K9 Vision was deployed on a track, in an attempt to find the juvenile. Based on K9 Vision's behavior, it was determined that the juvenile was no longer in this search area. The juvenile was later located without the use of Vision.

On October 29, 2025, Officer David and K9 Vision were requested to help locate a missing elderly person. Ultimately, officers located the missing person, without K9 Vision being needed.

On October 29, 2025, Officer David and K9 Vision assisted the US Marshals, FBI, and the Rochester Police Department with an arrest and search warrant at a residence in Rochester. K9 Vision was utilized to cover the rear door of the residence, while the US Marshals knocked on the front door. His presence there was to keep occupants of the residence from fleeing, and to apprehend them if they attempted to. Ultimately, the occupants of the residence were taken into custody without issue. K9 Vision was then utilized to search the residence for illicit narcotics. Officers located approximately 200 grams of the illicit narcotic, Fentanyl. K9 Vision was then used to search the residence further to assure there were no narcotics hidden within.

Officer David and K9 Vision had a three-day training with the Strafford County Regional Tactical Operations Unit, where they worked on efficiently and effectively working with the other officers, during a number of tactical scenarios. This training allowed the team to see different ways that Vision can be utilized to complete a number of tasks, in an efficient and safe manner.

On November 25, 2025, K9 Vision and Officer David deployed with the Strafford County Regional Tactical Operations Unit, who were executing a search and arrest warrant. One of the individuals, with an arrest warrant, was believed to be in possession of a firearm, despite being a prohibited possessor. K9 Vision was in the hallway of the apartment, and was there as a less lethal option and as a searching tool. Ultimately, all the occupants of the apartment were taken into custody without issue.

Following the aforementioned deployment, K9 Vision was deployed to search the residence for illicit narcotics. He alerted to multiple areas in the apartment. Investigators ultimately seized a quantity of multiple types of narcotics.

On November 26, 2025, K9 Vision and Officer David were called to assist with an armed robbery, at a business in Dover. K9 Vision was deployed on a criminal track, assisted by troopers from New Hampshire State Police. K9 Vision tracked down the train tracks, ultimately ending the track in a neighborhood. Detectives later confirmed with video surveillance that this is the path the suspect took.

On November 27, 2025, K9 Vision and Officer David deployed at a residence in Dover, with the Strafford County Regional Tactical Operations Unit, to arrest the suspect from the armed robbery. The suspect exited the residence after announcements were made, and K9 Vision was utilized to deter him from fleeing. K9 Vision was then utilized to clear portions of the residence, to assure that it was clear for investigators, prior to sending officers inside.

On December 4, 2025, K9 Vision was deployed to sniff the exterior of a vehicle, where the operator was arrested for DUI, suspected to be impaired by narcotics. K9 Vision alerted to the presence of illicit narcotics in the vehicle. The vehicle was seized and a search warrant was obtained. This search revealed a user quantity amount of suspected Cocaine Base.

On December 5, 2025, Officer David and K9 Vision assisted the Strafford County Sheriff's Officer and Rochester Police Department, in the execution of two search warrants on two separate residences. The first residence, K9 Vision was not deployed in, as it was very small and there were illicit narcotics in the open, which can be a danger to him. At the second residence, K9 Vision alerted to the presence of narcotics in a crawl space area, as well as a couple other areas in the residence. A wide variety of illicit narcotics were located in the crawl space and other areas of the residence.

On December 15, 2025, K9 Vision and Officer David deployed with the Strafford County Regional Tactical Operations Unit, to the town of Durham, NH to execute a high-risk search warrant. During this deployment, one male was taken into custody of a violent felony charge. K9 Vision was there as a less lethal option to provide support to the arrest team.

On December 16, 2025, the Dover Police Department responded to a report of a male, who was assaulted by another male, after he tried to run him over. An officer located the suspect vehicle, which briefly refused to pull over, passing a car on the double-yellow line at a higher than reasonable rate of speed. Once the vehicle stopped, in a driveway, the male refused to comply with officer's commands to exit the vehicle and surrender. The male at one point started the vehicle again, as if he was going to attempt to flee. Officers attempted several de-escalation techniques to get him to surrender, but he refused to do so. Ultimately, K9 Vision was deployed to help apprehend him. K9 Vision extracted him from the vehicle but the suspect continued to resist officers' efforts to take him into custody. He was eventually arrested. This is a great example of how K9 Vision can keep officers out of harm's way while taking people into custody during dangerous scenarios.

Accident Reconstruction Team

The Accident Reconstruction Team was not called out during the months of October, November or December for any collisions in Dover.

Patrol

Patrol Activity	October 2025	November 2025	December 2025
Calls for Service	2,061	1,618	1,505
Traffic Stops	727	625	457
Initiated Non-Enforcement Related Contacts	182	128	114
Incidents handled by Patrol Officers	2,970	2,371	2,076
Responded to Emergency 911 Calls	12	26	15
Responded to Alarms	78	67	69
Responded to Traffic Accidents	110	97	156
Issued Traffic Citations	61	45	36
Arrests Made	62	67	68
Number of Police Reports, Department Wide	713	485	535

- Conducted checks of the Community Trail.
- Conducted daily checks of the Transportation Center.
- Conducted daily checks of City parks.
- Conducted daily checks of the parking garage
- Conduct daily checks of the McConnell Center / Library parking area.

Dispatch Communications

	<i>October 2025</i>	<i>November 2025</i>	<i>December 2025</i>
<i>Radio Transmissions</i>	17,225	16,128	16,865
<i>Phone Calls</i>	7,129	7,126	7,899
<i>911 Calls</i>	507	364	547
<i>Police Alarms Received</i>	78	67	67
<i>Fire/Medical Alarms Received</i>	49	61	50
<i>Lobby Traffic</i>	1,899	1,738	1,584

Calls for Service by Priority Code:

The following is a general description of the police priority response system.

PRIORITY 1: IMMEDIATE RESPONSE: Crimes “in progress”; injury accidents; alarms.

PRIORITY 2: RAPID RESPONSE: Crimes or incidents that are not “in progress” but require quick response to preserve evidence, locate witnesses or provide for public safety; to include suspicious activity and domestic disturbances.

PRIORITY 3: TIMELY RESPONSE: Disturbances; noise violations; welfare checks; motor vehicle disturbances; minor collisions.

PRIORITY 4: AS OFFICERS BECOME AVAILABLE: Non criminal related activity; crimes reported well after they have been committed; message delivery; tow request; littering; fingerprints; assistance; abandoned vehicles.

Total Calls by Priority	October 2025	November 2025	December 2025
Priority 1	124	100	93
Priority 2	95	111	88
Priority 3	1,347	1,199	1,013
Priority 4	930	659	616

Animal Control

October, November & December:

Total Calls for Service: 137	Breakdown:
Handled by Officers/Dispatch: 94	Found/Loose Animals: 53
Handled by Animal Control Officer: 43	Welfare Checks: 29
	Animal Bites: 16
	Misc/Other: 39

One call involved a dog named “Areo” who escaped his home in Rollinsford but was reunited with his owner.



Aero – Returned home

In October, the ACO also began annual unlicensed dog enforcement and issued 88 citations with the assistance of patrol.

Public Library

The Library offered 62 programs in October with 1,721 attendees. The Library offered 63 programs in November with 1,307 attendees and in December, 61 programs with 1,295 attendees.

Highlights for October, November & December programming are as follows:

On Sunday, October 12 The Dover Public Library Children's Room hosted S.C.A.R.E. NH for the second annual Free Halloween Costume Event. S.C.A.R.E. is an organization based out of Nashua, NH that offers free Halloween costumes for children and families who may not otherwise have access to costumes. This is the second year in a row that the library has partnered with the organization to give away free costumes to Dover families. The event was held in The McConnell Center, room 306 and was another resounding success! With over 100 people stopping by to collect costumes for their children. The library hopes to continue this partnership and offer this program once again next year.



Creepy Cupcakes

The library continues to grow and promote the Library of Things, physical items for library patrons to borrow. 95 items from the collection were borrowed this month. Many items were added to the collection in September such as new board games thanks to a generous donation from a community member. The games added were: Oath, Lancaster, and a Children's Chess Game. A new electric knife sharpener is now part of the collection and the digital trail camera has been replaced with a new one after the old camera waterproof seal couldn't be repaired and maintained.



The Dover Public Library was closed on October 4 so that staff could be at the Library's booth at Apple Harvest Day. Staff talked to hundreds of people about programs and services, signed up 48 community members for cards, and entered almost 400 cardholders into our raffles for gift certificates to local businesses.

On Tuesday, October 7, Dover Public Library's Teen & Information Services Librarian Emily Ainaire visited Dover High School's Unified Government class for a question and answer session with students about what libraries do for our community. Students asked Emily questions about what a typical day looks like for a librarian and what are some of the fun things you can borrow from the library, as well as personal questions for Emily, such as where did she go to school and how many pets does she have. The sixteen students then got to decorate postcards and bookmarks.

The Seymour Osman Community Center and Woodman Park Elementary School hosted a Fall Family Festival on Thursday, October 23 from 5:30 - 7:00 pm at Woodman Park. This event was new this year, and was an incredibly successful event. The Dover Public Library Children's Room was able to attend the festival, which featured food, crafts, and outdoor activities. Library Assistants Karin Mayer-Gottlob and Rachel Engleman had a table set up with prizes, library information, and a torn paper tree craft. They had over 77 people stop by their table and visit with the library, and used up all of their craft supplies. The library loves outreach opportunities at the local schools and hopes to be invited by WPS and SOCC again in the future.

On Tuesday, October 21, Dover Public Library's Teen and Information Services Librarian Emily Ainaire visited the Dover High School library for a session of Books and Bites, a program for students to check out new books from the Public Library's teen collection and have a snack. 9 students attended in total. On Friday, October 24, Dover Public Library's Teen and Information Services Librarian Emily Ainaire visited the Dover Middle School library for a session of Books and Bites with approximately 65 students attending who checked out over 25 books.

Children's Assistant Karin Mayer-Gottlob visited Head Start in October—the first visit for the new school year as too many new three year olds were still adjusting to school to visit in September! All three of the classes visited energetically requested repeat performances of the finger play “5 Little Pumpkins Sitting on Gate” and the scarf song “Popcorn kernels”! Fun was had by all.

Crystal Lisbon, the Children's Librarian at The Dover Public Library, recently attended a training session on Long Island, NY for Family Place Libraries. The Dover Public Library has been a Family Place Library since 2019. This training covered a wide variety of topics, including child development, age appropriate play spaces, how to better serve patrons of young children, and The Family Place Workshop. This training was incredibly beneficial for generating new ideas to better serve library patrons, as well as helping to brainstorm ideas for the newly renovated Children's Room at the library. From lists of sturdy toys, to program ideas, and design elements, the training staff at The Middle Country Public Libraries were impressive. The training itself took place at two libraries; the Selden Branch and the main library of Centereach. This was an intense three day training taking place October 20 - October 23, which was well worth the time. The training will help keep the library on track as a Family Place Library and also reinvigorate the space, as well as the development of new and innovative programming. (picture attached)

On Thursday, October 23, Dover Public Library's Teen & Information Services Librarian Emily Ainaire attended the annual CLNH-YALS Conference for NH librarians serving children and young adults. Sessions attended included topics such as creating spaces and collections supporting youth mental health, developing a young teen collection in the library, and the NH Video Game Library, and had a keynote presentation by author Jarrett Krosoczka.

The New England Library Association (NELA) conference was held October 26-28 in Newport, RI. Six Dover Public Library staff members attended and took advantage of the varied sessions offered. There were many sessions which offered practical advice: how to work with Friends groups, organizing a Human Library event, organizing the Library's collection, leadership strategies for empowering change, patron-driven programming, marketing, maker spaces, connecting with the Library's community, and time management skills. Other sessions provided inspiration and rejuvenation: heartwarming stories from a professor who is knitting in every Vermont library, Senator Jack Reed's valiant attempts to save IMLS funding, a keynote from Dr. Hannah Miller about the many ways libraries of all sizes impact their communities and change the lives of their patrons and how to preserve your library's memories and mementos.

Throughout the winter months, Dover Public Library's Knitting Group organizes a project called "Hermione's Helping Hats", where members of the public are invited to help themselves to a free handmade hat or winter accessory donated by fiber artists in the community. Since the beginning of October, 35 hats and scarves have been given away to those who need them.

The Dover Public Library staff made 26 visits to community members via the Homebound Delivery Service in October. Homebound Delivery is steadily growing and provides a vital link to Library services for those who cannot come to the physical building.

The Dover Public Library hosted its monthly "Art Forgery Night" on November 19th. The group focuses on a different classical artwork each meeting. This month's masterpiece was Grant Wood's American Gothic, the famous oil painting featuring the stoic farmer and daughter posing in front of their farmhouse. The sessions begin with a brief overview of the piece, including the work's historical context, and the techniques used in its creation. Then attendees attempt to replicate the image as best they can, using paint, pastels, colored pencils, etc. For this month's event there were 9 attendees, of varying degrees of ability, and representing a wide range of ages.

In November, the Dover Public Library hosted a program on Indigenous Lands in honor of Native American Heritage Month, led by Jenny Tibbets. The lecture shared information on indigenous values, practices, and priorities around nature and ecology and explored how the connection to land can inform our environmental stewardship and community interactions, and how local tribes like the Pennacook have nurtured and sustained their relationship to land. Jenny Tibbits (she/they) is of Abenaki heritage, specifically the Newichawannock subtribe of the Pennacook tribe.

Also in November, the Dover Public Library hosted Dover author Douglas Dodd, who spoke to an enthusiastic crowd about his book "Our Father Who Art in an Iron Lung", about his father who was paralyzed because of polio. Each program drew 20 attendees.

On Tuesday, November 4, Dover Public Library's Teen and Information Services Librarian Emily Ainaire worked with Aplomb Gallery's owner Danielle Festa to host a teen zentangle workshop at Aplomb. Seven teens participated and learned how to mindfully create unique doodles on canvas using stencils and specialty paint pens.



Zentangle

Dover Public Librarians Nick Gagnon and Rachel Gogan collaborated to host five "How to Use Libby" drop in sessions for library patrons. Libby is a service that library patrons can use to read digital ebooks and listen to audiobooks. The library decided to highlight these digital offerings and services because of the upcoming closure during the transition back to the newly renovated library building. Further sessions will be offered during December and January to ensure that anyone who wants to learn how to use digital services during the closure will be able to do so.

The Children's Room did outreach to Head Start (42), Little Tree (22), Children's Museum (35), and Smart Learning Academy (72) reaching a total of 171 kids.

On Sunday, November 9th, the Children's Museum of New Hampshire hosted their New and Expectant Parent Night. Businesses and organizations that serve young families and babies were invited to come meet a number of new and expectant parents to share information about their programming and services. Library Assistant Inga Gardner attended as a representative of the Dover Public Library. Over the course of the evening, Inga spoke to about 20 parents regarding the services the library offers that appeal to parents and young children, particularly Baby Storytime and Family Place Workshop. Unfortunately, likely due to poor weather, there were fewer attendees than had been anticipated, however during the event, Inga was also able to make contact with a number of other local organizations who serve similar populations to make them aware of some of the services the Dover Public Library offers that their customers and patrons might also be interested in. Overall, it was a fun and worthwhile outreach event that the Dover Public Library looks forward to attending again in the future.

On Tuesday, November 14, Dover Public Library's Teen and Information Services Librarian Emily Ainaire attended the annual virtual New England Teen Summit, a conference for teen librarians across New England. Sessions attended included a keynote presentation by author Josh Galarza, developing Library Lunch Bunch programs at local middle schools, equity in action for summer reading programs, and strategic teen services for middle schoolers.

The Dover Public Library staff made 27 visits to community members via the Homebound Delivery Service in November. Homebound Delivery is steadily growing and provides a vital link to Library services for those who cannot come to the physical building

In December Dover Public Librarian Rachel Gogan offered two sessions of a class on making holiday luminary jars with glass yogurt jars and tissue paper. There were 22 attendees across the two sessions. Student feedback was positive – "Great event! love how easy but rewarding the craft was!" "This was such a fun festive event, thank you for hosting." "This was awesome 10/10!! Rachel makes it so welcoming and fun!"

Kids of all ages and their caregivers were eager to ring in 2026 by making some crafts at our New Year's Eve crafternoon. The 40 participants made New Year's Eve Crowns (which they happily decorated with stick on jewels), paper plate and bell noisemakers, wishing star wands, and pom-pom launchers to launch at midnight (pom-poms being much easier to clean up than confetti). Everybody tried out their pom-pom launcher well before midnight and were happy with the results!

Every year, Dover Public Library puts out a challenge for readers to inspire them to try new genres and authors. The challenge run from January 1 through December 31. The 2025 challenge consisted of a bingo board with 16 various themes of books to read throughout the year. The year's categories included a classic retelling, a story with twins, a book written by a local author, and a banned/challenged book, among many others. Participants could use a paper printout to record their reading or use the Beanstack app to keep track on their phone. 2025 saw 306 participants in our challenge!

Dover Public Library's Teen and Information Services Librarian, Emily Ainaire, continued to offer outreach at the Dover High School and Middle school in December. Emily visited the Dover High School library on December 9 and 10, to assist four freshman English classes as they researched influential people. 78 students were assisted with brainstorming topics and with the use of the Ebsco Biography in Context database. On December 16, Emily also visited Dover High School to meet with ESOL students. Students learned about the public library's services for teens and got to have a snack, play bingo, and make some crafts. On December 16 Emily visited the Dover High School library for a session of Books and Bites, a program where students can meet Emily, have a snack, and do a small activity project. This month 10 students attended and made festive winter garlands. On December 19 Books and Bites was held at the Dover Middle School Library with 35 students attending in total.

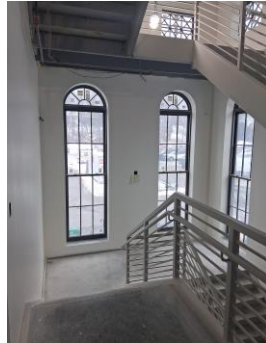
In December of 2025 The Dover Public Library Children's Room staff continued their outreach to local Dover area daycare centers. In the past, staff have consistently visited Headstart, Smart Start Learning, and Little Tree Education, on a monthly or bi-monthly basis. These visits consist of a brief storytime, fingerplays, rhymes, songs, and often include checking out books to the center to support monthly themes. In December, The Dover Public Library added Miss Patty's Childcare to the monthly roster of outreach. Library Assistant Inga Gardner visited on Friday, December 19. She visited two classrooms, and was greeted with a warm and enthusiastic welcome. Inga will continue to visit the center, meeting with children under the age of 2 1/2, and bringing with her fun and engaging stories and activities. These outreach opportunities bring the library closer to the community, and begin to foster the love of reading at a young age. We look forward to continuing this practice into 2026.



The Dover Public Library was closed on Friday, December 12 for staff development day. Primex representatives presented a session on Building Effective Teams: Communication, Collaboration and Trust. Other learning topics included the Library's revised Confidentiality Policy, communication styles and lots of planning for the move back into the renovated Library.



**Pictures of
December library
renovation**



Library Metrics:

- **October library circulation totaled 17,142 items.** (5,508 adult + 5,191 children's print items; plus 6,443 items downloaded including 5,569 audiobooks & eBooks, 510 Hoopla streaming music, movies, and books, and 364 Kanopy plays). **November library circulation totaled 16,378 items.** (4,826 adult + 5,435 children's print items; plus 6,117 items downloaded including 5,388 audiobooks & eBooks, 470 Hoopla streaming music, movies, and books, and 259 Kanopy plays). **December library circulation totaled 15,798 items.** (4,789 adult + 4,778 children's print items; plus 6,231 items downloaded including 5,455 audiobooks & eBooks, 458 Hoopla streaming music, movies, and books, and 318 Kanopy plays).
- 143 new library patrons registered in October, 98 in November and 78 in December.
- The Dover Public Library's Book a Librarian service helped 34 community members during October, November and December.
- The Library's museum passes were borrowed 232 times saving community members approximately \$7,211.50 in admission fees during October, November and December.

- Internet and PC uses by the public totaled 1,356 on library workstations during the last three months.
- The Dover Public Library has 6,927 subscribers to its two monthly e-newsletters—Children’s and Adults.
- Library staff posted 343 items to its various social media platforms. Total social media platform followers = 11,721.

Public Welfare

As could be expected the major issues concerning Welfare and other service providers has been the potential effects of the government shutdown and potential loss of SNAP and WIC benefits in **October**.

There have been many conversations, meetings via zoom and strategizing around these issues.

Dover Welfare recorded 159 customer contacts in October. There are 7 new cases and 74 continuing cases

The number of individuals served was a bit less than last month with 73 individual Dover residents served and the amount of Assistance provided was \$ 15,418 down \$6,184 over last month.

\$9,898 was for rent assistance, \$1,595 for Security Deposit with another \$2,286 provided to house people in Motel/Hotel settings. A total cost of \$13,779 in housing related expenses.

There was one cremation paid for at the cost of \$1,000.

Electric assistance was \$483 in expenditures.

Transportation to shelter was \$156 this month.

Welfare received 318 inbound calls and placed 235 more outgoing.

Trainings for October encompassed 3 Emergency Operation briefings and a training on SNAP Benefits.

Welfare Director met with Bret Carmichael, City Council candidate at his request to talk about Local Welfare.

In November 2025, there were only 17 working days as there were three holiday days.

Dover Welfare expended \$3,191 this month. This was \$12,227 less than last month. The reason for this significant decrease is unknown. Other welfare offices have also reported having significantly less spending in the month of November.

Dover Welfare was reimbursed \$500 by another municipality as we assisted their client with emergency housing.

There were 15 single individuals who came in looking to be placed into motels. They were offered shelter somewhere in the state and transported to them or did not accept the assistance and left the office.

One individual was referred to Dover Welfare by the Doorway agency for transportation back to their home out of state. Arrangements were made and then person did not show to be transported.

Dover Welfare had a client ask for a Fair Hearing. Fair Hearing was decided in favor of Dover Welfare.

\$1,721 was for rental assistance. \$1,300 to shelter clients in motels.

Dover Welfare had 84 client contacts and served 21 individuals.

There were 5 new and 53 continuing clients.

433 calls were fielded. 192 outbound and 251 incoming. An average of 15 calls a day.

There was a great amount of talk among Welfare officials and service providers concerning SNAP benefits potentially not being issued due to the Government shutdown.

Efforts were being made to increase access to food by the state and various private agencies.

Ultimately SNAP benefits were restored before mid-month.

Met with Dover Housing director .CAP Homeless outreach to discuss their needs for the winter.

The Director attended NHMA Annual conference and trainings.

In December, there were 21 working days, with two of those days having early closing times.

Dover Welfare spent \$16,417 during the month for assistance. This was an increase of \$13, 226 over expenditures in November of 2025.

Dover Welfare had 93 client contacts this month which was 9 more than in November. We served 70 individuals an increase of 49 individuals served over last month.

There were 10 new clients and 28 continuing clients.

\$12,767 was spent for rent and \$1,6550 for motels. \$14,417 was dispersed in housing related expenditures.

There were two cremations costing \$2,000.

Welfare fielded 580 calls of which 357 were inbound and 223 outbound.

There were 18 requests for motel placements this month. Two of the requests were from families. One family was assisted for a week in a motel before they were offered shelter which they refused. The other family did not return for assistance after doing the intake.

HB 348, a bill from the last legislative session, that was retained in committee has resurfaced in a revised version. It will alter RSA 165 by requiring a client to provide proof of residency prior to receiving welfare assistance. The proposed “proofs “needed to show residency are documents like a lease, car registration, utility bill or government-issued document with an address matching the stated residence.

Another part of the bill would cap the amount of welfare assistance per month at not less than 50% of the federal poverty level. This amount is too low to provide either a month of rental assistance or pay motel rates.

Local Welfare and Legal Services both feel that these requirements will be difficult for many to provide especially those who are unhoused. There is an ongoing effort to modify or kill this proposed legislation by NHLWAA and Legal Services.

Recreation Department

Gym & Programs

October: All three Adult Basketball Leagues (18+, 35+ and 50+) held registrations and all leagues are full. The 18+ held open gyms and draft in October and games began on October 26th. The 35+ held first open gym October 27th and begin games November 10th. The 50+ will hold open gym November 5th with their games starting the following week. Youth basketball registrations began on Tuesday, October 7th for Dover Residents. Non-Dover Residents will be eligible to register for programs (if space allows) November 1st. Some programs are already full with over 300 already registered. Youth programs will be using the elementary schools as well as the McConnell Center for practices and games. Recreation Fall Basketball Programs for players 5th-12th Grade continued games on Saturday's. The league will wrap up with play-offs and the finals to be held on November 1st. The mild temperatures have allowed Senior

Pickleball to continue playing outside, through October. Regular programs will be moved inside November 10th regardless of the weather due to the port a potty outside the courts being picked up. The courts will remain busy with public as long as weather conditions permit. Open gym hours remain busy with indoor time for pickleball. Tuesday night Adult Open Gym continues to be extremely popular with over 20 participants most nights. Badminton continues Friday nights throughout the fall.

Recreation Staff participated in Apple Harvest Day. The booth included displays and information for programs at the Ice Arena, Pools, Senior Center and McConnell Center Gym. On October 23rd Rye Beach Landscaping installed 33 new engraved bricks in Veterans Park returned on October 31st to address landscaping needs ahead of Veterans Day Ceremony on November 11th. Birthday Parties: 0

November: Fall Basketball Programs finished November 1st with the Orange Team winning the Championship in the Junior High Division while the Black Team won the Championship in the High School Division. Individual awards were given for highest Free Throw Percentage (with a minimum of 10 attempts) and Scoring/Game. In the JH Division Oliver White won the Free Throw Championship and Axel Cancel & Nick Jandreau tied for the Scoring Title. In the High School Division Joe Hughes won the Free Throw Championship while Yavier Morales Perez won the Scoring Title. 18+ Men's league has 9 teams and games are on-going on Sundays and Thursdays. The 35+ Basketball League has 7 teams and began games on Monday nights. The 50+ league has 6 teams and began games on Wednesday nights. All leagues are full with 198 participants.

The Recreation Department hosted its Annual "Fowl" Shot Contest November 19th. This contest is open to any City of Dover Employee that would like to participate. The goal of the contest is to make as many free throws in one minute as possible. All participants in the contest are able to enter their names in a raffle for door prizes. The winners receive a 20-pound turkey and a gift card to Hannaford. This year there were 28 participants from 9 different departments; Planning (6), Finance (5), Recreation (4), Library (4), Community Services (3), City Clerk (2) Inspection Services (2), Human Resources (1), and Executive (1). This year's winners were Chris Hitchcock (20 made shots), and Abby Galloway- Burke (13 made shots). This year's raffle winners were Leah Garnett, Eric Thompson and Susan Dunker. JMC & Co. Salon graciously sponsored the event for the 2nd year in a row by donating the turkeys and Hannaford gift cards. The door prizes were provided by Human Resources. Registrations continue for the 9th-12th Grade Basketball Program while all the other youth programs are full and many have waitlist. 5th & 6th grade house basketball leagues held work out on November 22nd at Dover High School's Gym. There are 8 boy's teams and 6 girl's teams and will play games on Saturdays at the McConnell Center, while practicing during the week at the elementary school gyms in the evenings. 7th & 8th grade house basketball league also had workout day on November 22nd at the McConnell Center and will have 4 teams in that Division. November 28th Recreation Staff assisted volunteer in decorating the City's Holiday Tree in Henry Law Park. Badminton continues Friday nights from 5:30pm-8:30pm. Additional sessions of pickleball for both the Senior Center and the general public are being held in the gym during the weekdays. Birthday Parties: 3

December: The Recreation Department held its 40th Annual Tree Lighting on Friday, December 5th. The Dover Middle School's Chorus and Nancy Gurick led an audience of around 250 people in holiday carols while Recreation Staff passed out candy canes to children. The Winter Basketball Season kicked off on December 6th with the Boys & Girls 5th & 6th Grade House

Leagues (13 teams) and the 7th & 8th Grade Coed League (6 teams) playing games at the Butterfield Gym while the K-1st Grade (2 sessions), 2nd Grade Boys, 3rd Grade Boys, 4th Grade Boys, and 2nd-4th Grade Girls Programs held their sessions at Woodman Park School. Recreation is utilizing all 3 elementary schools for practices as well as Woodman Park for Saturday programming. Recreation Staff begin Saturdays at Woodman Park School at 7:30am and are typically cleaned up and leaving the school by 4:30pm. Recreation Staff at the Butterfield Gym begin at 7:00am and are done and leaving the facility by 9:00pm. December 7th, Recreation Staff held assessments for the High School Basketball Program. There are 8 teams in this group and began games at the Butterfield Gym on December 21st. The 18+ Men's Basketball League has 9 teams and games are on-going on Sundays and Thursdays. The 35+ Basketball League has 7 teams and play games on Monday nights. The 50+ league has 6 teams and play games on Wednesday nights. All adult leagues are full with 198 participants. Badminton continues Friday nights from 5:30pm-8:30pm. Additional sessions of pickleball for both the Senior Center and the general public are being held in the gym during the weekdays. Birthday Parties: 0

Indoor Pool & Jenny Thompson Pool

October: Fall programs are in full swing with participants eagerly anticipating winter programming to be released. The Winter program guide will be released within the first two weeks of November. Registration will take place in early December and classes will begin the week of January 5th. The lifeguard class did not run this month due to not meeting the minimum enrollment of 5 candidates set by the American Red Cross. The next lifeguard course will be scheduled around the school vacation calendar in December with the hope to draw some candidates with availability during their time off from school. Monster Mash Splash family float night took place on October 24th. There were 39 families that attended. Themed family float nights will continue once a month on Fridays throughout the school year. Projects: Renovation work has progressed significantly at the Jenny Thompson Pool. The Jenny Thompson Pool will receive a new chlorinator in the Spring and a sand change for the filters. The Indoor Pool second pump has been put into place. Electrical work to hook it up and switch over the pumps is anticipated in the near future. The pool will need to be shut down for a portion of the day to complete that work. Pool rentals: Current North Aquatics, Dive Winnepesaukee,



**Monster Mash Splash
Family Float Night**



**Jenny Thompson
Renovation Progress**

November: Fall programs have wrapped up and there is a break in the December month with registration coming up for Winter sessions. Had an excellent group of instructors from Adult Swim Lessons, Swim Team Prep and regular levels preschool- Level 4. Saw a lot of progress this session with more swimmers moving up to ID Pool swim team prep program that is growing with each session. Outside Programs: High School Swimming began this month and it has been a blast to be able to host them at the pool. Have Dover High School, Spaulding, Saint Thomas and Berwick Academy on top of year-round Commonwealth Current North swim team and ID Pool Mighty Seals on Sunday. Tis the busy pool season! Projects: Renovation work has progressed significantly at the Jenny Thompson Pool. The Jenny Thompson Pool will receive a new chlorinator in the Spring and a sand change for the filters. The Indoor Pool second pump has been put into place. Electrical work to hook it up and switch over the pumps is anticipated in the near future. The pool will need to be shut down for a portion of the day to complete that work. Special Events: Had pool Turkey Dunk n Dive on Friday November 21. Float nights allow families to come in with their own pool floats for a night of family fun. Kids get to take home a themed toy duck and music and games are in full swing with an amazing team of lifeguards. Have been posting these to the Seacoast Kids Calendar and Dover Pools and Dover Recreation social media pages. Birthday Parties: 2



Turkey Dunk N Dive Family Float Night

December: Lifeguarding course; 5 enrolled and applied to be Dover Pool Lifeguards! The class wraps up 12/30 and welcome aboard 5 new staff members in preparation for Summer! Swim Lesson Registration opened December 10th for residents and December 17th for non-residents. December 10th preschool, level 1 and 2 and infant/toddler classes filled within the first couple of hours. Waitlists are long for most of the programs. High School Swimming in full swing this month and it has been a blast to be able to host them at the pool. Rentals: Dover High School, Spaulding, Saint Thomas, and Berwick Academy on top of year-round Commonwealth Current North swim team and Mighty Seals on Sunday. Tis the busy pool season! Special Events; had Winter Wondersplash float night! Even had a girl scout troop bring 20 people to the event. Kids get to take home a themed toy duck and music and games are in full swing with an amazing team of lifeguards. Have been posting these to the Seacoast Kids Calendar and Dover Pools and Dover Recreation social media pages. Birthday Parties; 2

Dover Ice Arena

October: Dover Youth Hockey has practices and games and First Shift beginner program started this month. Youth Intro to Hockey program concluded on Oct 8th and will resume in the Spring. Coed League is running on Monday nights. Adult Skills Program is running on Fridays. Over 30 League is running on Sunday evenings. Over 45 League is running on Monday evenings. Arena drop-in programs of adult stick practice, coed stick practice and chix with stix are all running. Have added instructional skate on Tuesday and Thursday afternoons and public skating has returned on Sunday afternoons. Rock Nights ran 2 Saturdays in October. Have several weekly private rentals with adult groups that rent the ice for pick up hockey. Great Bay Figure Skating Club is back with ice on Mondays, Wednesdays and Saturdays. A few high schools have started preseason skates in October. Dover Youth Hockey has hosted a

successful 4 team girls' tournament. High School Hockey for Berwick Academy and Marshwood / Noble start mid-November. The Coastline Crashers women's program is hosting a 12-team tournament November 7th to 9th. Dover Youth Hockey is Hosting State playoffs for the 16U Tier 2 Midgets. Dover Arena will be closed on November 4th as a voting location. Birthday Parties: 1, Adult and Youth Stick Practice: 414

November: Dover Youth Hockey practices and games and their First Shift beginner program started this month. Coed League is running on Monday nights. Adult Skills Program is running on Friday mornings. Over 30 League is running on Sunday evenings. Over 45 League is running on Monday evenings. Arena drop-in programs of adult stick practice, coed stick practice and chix with stix are all running. Have several weekly private rentals with adult groups that rent the ice for pick up hockey. Great Bay Figure Skating Club is back with ice on Mondays, Wednesdays and Saturdays. Maine Public and Prep High Schools have started seasons. Dover Youth Hockey hosted the 16U Tier 2 NH State Playoffs. Coastline Crashers hosted a 12 team adult women's tournament. Dover Arena was a voting location for the November 4th elections. NH High School Hockey starts on December 1st. Dover High Hockey is hosting their 45th Annual Hockey Jamboree on December 6th. Great Bay Figure Skating Club is holding annual Holiday Show on Sunday, December 14th. Birthday Parties: 3, Adult and Youth Stick Practice: 405

December: Dover Youth Hockey has practices and games and there First Shift beginner program started this month. Coed League Fall / Winter session wrapped up on December 15th. Adult Skills Program is running on Friday mornings. Over 30 League is running on Sunday evenings. Over 45 League is running on Monday evenings. Drop-in programs of adult stick practice, coed stick practice and chix with stix are all running. Have several weekly private rentals with adult groups that rent the ice for pick up hockey. Great Bay Figure Skating Club is back with ice on Mondays, Wednesdays and Saturdays. High School Hockey is in full swing. Dover High Hockey is hosting the 45th Annual Hockey Jamboree on December 6th. Great Bay Figure Skating Club is holding the annual Holiday Show on Sunday, December 14th. January is one of the busiest months for hockey programs. The overall schedule is very similar to December. Birthday Parties: 3, Adult and Youth Stick Practice: 380

Dover Senior Center

October: This month the Senior Center continued to hold Chair Yoga, Yoga for Bone Strength, Tai Chi, Dance class, pickleball, as well as daily games and activities. The Senior Center began offering a new fitness class: Line Dancing! Seniors traveled to North Shore Music Theater for the Cher Show and enjoyed presentations on the upcoming 2026 trips, Cowboy Country(8 participants) and Tuscany (16 participants). The Senior Center hosted a talk by author Martin Gitlin: "Ultimate Red Sox Nation" with 22 seniors attending.

November: This month the Senior Center continued to hold Chair Yoga, Yoga for Bone Strength, Tai Chi, Line Dance, Dance for Fitness and pickleball, as well as daily games and activities. The Senior Center hosted a free hearing clinic to get hearing aids cleaned and free hearing tests; 8 seniors attended. 15 Seniors experienced a private walking tour of the Ogre Chocolate Factory to kick off the holidays. Dover Seniors began collecting the annual Santa for Seniors donations which are given to Strafford County Nutrition / Meals on Wheels for their most in-need senior clientele.

December: This month the Senior Center continued to hold Chair Yoga, Yoga for Bone Strength, Tai Chi, Dance class, Line Dancing, ping pong, pickleball, as well as daily games and activities. Many activities and groups had altered schedules due to holidays and snow delays.



**Seniors on private tour of
Ogre Chocolates**

2025-2026 WEATHER EVENT MANAGEMENT SUMMARY

Date of Event	Weather Condition	Accumulation Inches	Total OT Hours	Total OT Cost	Contractor Cost	Salt Tons (1.1 tons/yd)	Salt Cost (\$75.02/ton)	Sand Tons	Sand Only Cost (\$24/ton)	Salt/Sand Mix-Yards	Salt/Sand Cost (\$37.69/yd)	MgCL (Gallon)	MgCL Cost (\$1.35/gallon)	Brine Gallons	Brine Cost (\$0.095/gal)	Total Event Cost
FY2026 Amount Budgeted:			\$150,000.00	\$90,000.00	\$226,564.00	\$10,000.00	\$17,415.00	\$493,979.00								
11/24/2025	Icy Roads		14.50	\$708.12		12.65	\$949.00		\$0.00		\$0.00		\$0.00			\$1,657.12
12/1/2025	Icy Roads		6.35	\$247.97		12.10	\$907.74		\$0.00		\$0.00		\$0.00			\$1,155.71
12/2/2025	Snow	7.00	525.61	\$23,625.72	\$13,797.50	246.40	\$18,484.93	6.00	\$144.00	8.00	\$301.52	470.00	\$634.50			\$56,844.17
12/10/2025	Icy Roads		40.80	\$1,795.95	\$330.00	54.00	\$4,051.08	10.00	\$240.00	8.00	\$301.52	500.00	\$675.00			\$7,153.55
12/11/2025	Clean up		61.26	\$2,538.22					\$0.00		\$0.00					\$2,538.22
12/14/2025	Snow	3.50	245.70	\$11,084.76	\$3,135.00	257.50	\$19,317.65	4.00	\$96.00	18.50	\$697.27	1,000.00	\$1,350.00			\$35,584.68
12/23/2025	Snow	7.50	372.32	\$17,101.92		172.50	\$12,940.95	3.00	\$72.00	72.00	\$2,713.68	820.00	\$1,107.00	1,137.00	\$108.02	\$33,971.57
12/26/2025	Clean up		81.78	\$3,909.23	\$1,000.00	34.10	\$2,558.18	0.00	\$0.00	27.00	\$1,017.63	80.00	\$108.00			\$8,593.04
12/27/2025	Snow	1.50	93.23	\$4,302.71		119.35	\$8,953.64			11.00	\$414.59					\$13,670.94
12/29/2025	Icy Roads		47.52	\$2,248.85		75.90	\$5,694.02	3.00	\$72.00	23.00	\$866.87					\$8,809.74
12/29/2025	Icy Roads	0.25	62.34	\$3,027.97		77.00	\$5,776.54	19.00	456.00	38.50	\$1,451.07					\$10,255.58
25-26 Season-Year to Date:		19.75	1,551.41	\$70,591.42	\$18,262.50	1,061.50	\$79,633.73	45.00	\$1,080.00	206.00	\$7,764.14	2,870.00	\$3,874.50	1,137.00	\$108.02	\$180,234.31
FY2026 Budget Spent:				47.06%	20.29%		35.15%	10.80%			22.25%			36.49%		

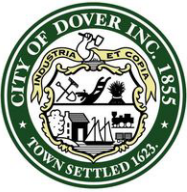
Parking Ban

ANNUAL WEATHER EVENT MANAGEMENT OVERVIEW

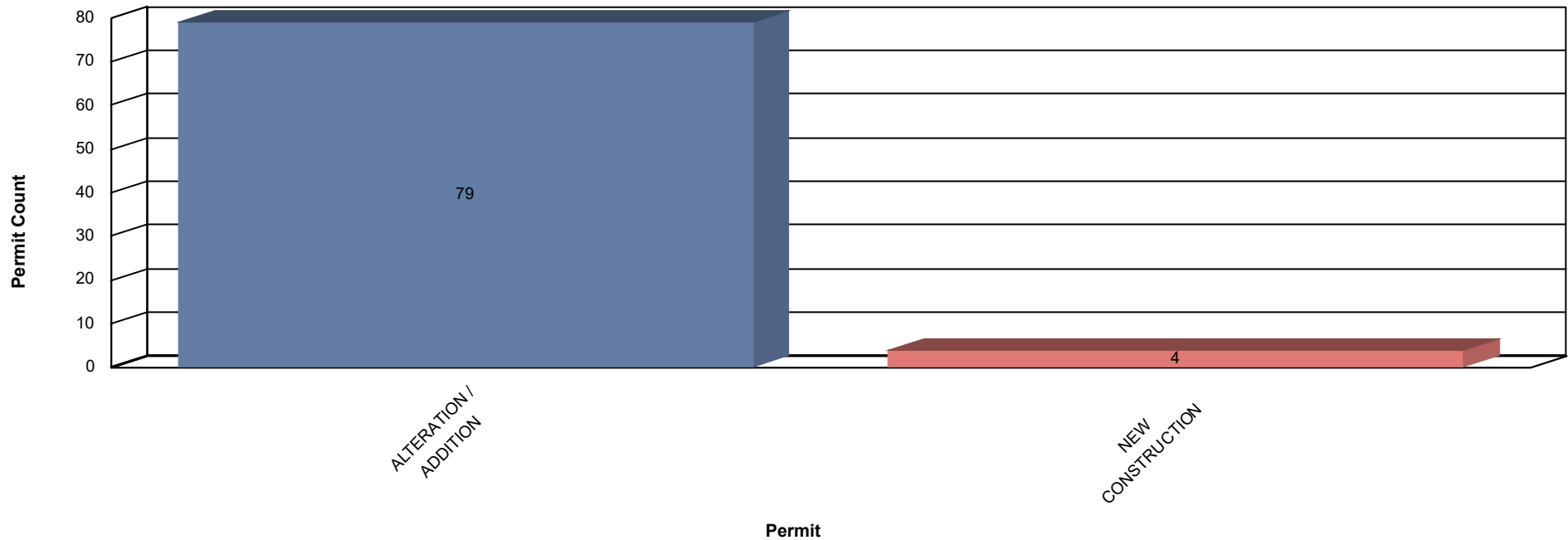
	Accumulation Inches	Total OT Hours	Total OT Cost	Contractor Cost	Salt Tons	Salt Cost	Sand Only Yards	Sand Only Cost	Sand/Salt Mix- Yards	Sand/Salt Mix Cost	MgCL Gallons	MgCL Cost	Salt Brine Gallons	Salt Brine Cost	Total Event Cost
Through 04/04/2016	42.25	3,564.10	\$113,535.55	\$28,065.70	1,918.50	\$104,328.03		\$24,830.63					4,800.00	\$384.00	\$271,143.90
Through 04/01/2017	92.80	7,229.54	\$227,944.80	\$66,695.95	3,675.00	\$199,864.50		\$48,481.88					31,680.00	\$2,534.40	\$545,503.53
Through 04/15/2018	95.25	6,354.45	\$200,611.81	\$65,217.00	3,799.00	\$201,916.85	107.50	\$1,693.13					45,650.00	\$3,652.00	\$559,328.65
Through 02/27/2019	43.50	3,769.87	\$121,137.29	\$38,383.50	3,261.25	\$163,551.69	125.50	\$2,127.23					32,975.00	\$2,638.00	\$393,449.83
Through 02/18/2020	48.50	3,808.13	\$128,490.45	\$96,349.43	2,825.75	\$141,711.36	49.00	\$818.30					37,004.00	\$2,960.32	\$408,166.98
Through 02/27/2021	44.25	3,078.77	\$99,926.57	\$73,962.50	2,779.25	\$135,210.51	96.00	\$1,896.00					19,355.00	\$1,548.40	\$334,057.26
Through 03/12/2022	42.50	3,835.28	\$125,639.03	\$74,731.25	2,967.75	\$155,925.59	171.00	\$3,933.00					23,115.00	\$1,618.05	\$408,033.48
Through 03/14/2023	50.50	4,346.98	\$160,924.44	\$75,457.50	3,864.30	\$266,018.41	87.40	\$2,010.20					7,855.00	\$799.48	\$546,891.09
Through 04/04/2024	30.25	1,780.36	\$96,177.69	\$38,383.40	1,820.78	\$130,349.28	26.50	\$716.63					46,661.00	\$4,286.28	\$284,204.15
Through 04/12/2025	50.25	4,321.83	\$170,500.67	\$83,777.29	2,878.31	\$211,814.83	34.50	\$2,155.39	\$256.80	\$13,697.77			17,804.00	\$1,691.50	\$483,637.45

2019-2020 Parking Bans: 9
2020-2021 Parking Bans: 12
2021-2022 Parking Bans: 9
2022-2023 Parking Bans: 10
2023-2024 Parking Bans: 4
2024-2025 Parking Bans: 6
2025-2026 Parking Bans to date: 3

NAME	STREET NAME	Type	Total Units	Units Built*	Units left	Attainable Units	DATE OF PB APPROVAL	DATE OF PB SIGNATURE	SCRD DATE	PLANNING FILE #	MAP	L0T	EXPIRATION DATE	SCHOOL	Students**
Mixed Use															
Airey Row on Central LLC	376-378 Central Ave.	M	15	0	15	No	11/18/2025	12/15/2025	Site	SITE-2025-0014	2	79 & 80	12/15/2032	W	0.45
Brady Sullivan - Liberty Mutual Redev.	150 Liberty Way	M	245	245	245	No	9/3/2025	10/17/2025	Site	SITE-2025-0008	E	24	10/17/2032	H	7.35
Dover Development, LLC	Blazer Drive - 52 Old Rochester Road	M	44	0	44	44	8/26/2025	11/24/2025	Site	SITE-2024-0009	40	25	11/24/2032	H	1.32
Wooden Ruler	42-44 Third St	M	58	0	58	No	11/8/2022	6/27/2023	Site	P22-60	6	32 & 40	6/27/2028	H	1.74
Equine Properties	239 Knox Marsh Road	M	64	0	64	12	8/22/2023	9/26/2023	Site	SITE-2023-0010	H	37A	9/26/2028	W	1.92
VC Dover, LLC	30 Grapevine Drive	M	49	0	49	No	4/4/2024	4/19/2024	Site	SITE-2022-0017	H	3-2	4/19/2029	G	1.47
Redgate 47 Chestnut	47 Chestnut Street	A	173	0	173	No	5/10/2022	9/13/2022	Site	P21-84	31	5	9/13/2027	H	5.19
Cochecho Waterfront Development	River Street	M	419	263	156	No	6/14/2022	8/25/2022	Site	P21-69	22	1-2 & 1-4	8/25/2027	G	12.57
Downtown Dover Storage, LLC	14 Broadway	A	24	0	24	No	12/14/2021	9/13/2022	Site	P21-29	4	5	9/13/2027	H	0.72
Pointe Place Phase V	Northfield Drive	A	84	72	12	No	7/28/2020	10/13/2020	Site	P20-32	K	19	10/13/2025	G	2.5
Fakhoury	12 Preble Street	A	12	0	12	No	2/18/2019	9/23/2023	Site	P19-11	4	76	9/23/2028	H	0.4
Little Bay Marina	421 Dover Point Road	A	25	25	0	No	2/25/2020	7/31/2020	Site	P19-05	8	9,10,11, 12	7/31/2025	G	0.8
Total: Mixed Use			1212	605	852	56									36.4
Multi-Family:															
DBS Holdings, Inc	Charlotte Drive. (512 Sixth St)	H	5	5	0	No	4/8/2025	4/22/2025	Site	SITE-2024-0018	B	2	4/22/2032	H	0.6
Our Place, Inc	Durham Road	A	9	0	9	No	10/8/2024	12/10/2024	Site	SITE-2024-0004	H	6-4	12/10/2032	G	1.1
H.J. Stabile & Son, Inc.	Fisher St.	H	21	17	10	No	6/11/2024	7/23/2024	Site	SITE-2023-0015	15	40-A	7/23/2029	W	2.5
Robert Baldwin	Ember Drive/34 New Rochester	H	15	12	3	No	1/23/2024	5/6/2024	Site	SITE-2023-0007	39	103	5/6/2029	H	1.8
Knox Marsh Development LLC	757 Central Ave	M	7	1	6	No	7/26/2022	11/21/2022	Site	P22-15	28	7	11/21/2027	H	0.8
DHA Whittier Street	48 Whittier Street	A	6	6	0	6	6/28/2022	9/13/2022	Site	P21-37	33	1-A	9/13/2027	W	0.7
McIntosh Dover, LLC	23 Cataract	A	178	78	100	92	6/25/2024	8/13/2024	Site	WAIV-2024-0010	13	23 & 34	8/13/2029	W	21.4
Total: Multi-family			241	119	128	98									28.9
Subdivisions:															
Richardson Estates of Dover, LLC	Fawn Drive - 141 Sixth St	D	20	0	20	No	9/23/2025	-	Site	SITE-2025-0010	34	64	-	H	2.4
Sophie/Banner Part 2	Cold Springs/Sophie	H	8	1	7	No	5/27/2025	10/10/2025	Site	SITE-2024-0015	H	47-A	10/10/2032	W	1.0
566 Sixth St	566 Sixth St	H	5	5	0	No	5/27/2025	9/9/2025	Subdivision	SUBM-2024-0005	B	4-F	9/9/2032	H	1.0
210 Tolend Rd LLC	210 Tolend Road/Emerald Ln	H	32	1	31	No	5/13/2025	-	Subdivision	SUBD-2025-0001	F	3	-	W	3.8
Stonearch Development Corp	53 & 65 Tolend & 22 SunHawk	H	27	5	22	No	8/23/2023	6/26/2024	Subdivision	SUBD-23-0005	E	65 & 65-1	6/26/2031	W	3.2
Chinburg Development, LLC	Gulf Rd & Oak St.	H	11	5	6	No	6/27/2023	9/26/2023	10/25/2023	SUBD-23-0001	N	13-1	9/26/2028	H	1.3
Settlement on Sixth	Wildcat Drive (Sixth St.)	H	11	11	0	No	11/9/2021	2/8/2022	Site	P21-43	B	5	2/8/2027	H	1.3
Khavari	Leather's Lane	H	40	40	0	No	12/15/2020	4/27/2021	Site	P20-71	I	4-A	4/27/2026	G	4.8
Georgakilas/Middle Road	Hayden Drive	H	13	13	0	No	12/15/2020	10/27/2020	12/15/2020	P20-51	M	102-12	12/15/2025	G	1.6
Lawrence & Cheryl Mulcahy	Stepping Stone Way (71 Glenwood Rd.)	H	7	0	7	No	4/27/2021	1/26/2021	4/27/2021	P20-18	D	20	4/27/2026	H	0.8
Porch Light Drive	Cataract Ave	H	18	16	2	No	3/8/2022	5/10/2022	5/11/2022	P19-80B	14	10-G	5/10/2027	W	2.2
RV Paolini Construction, LLC	Cottage Park Drive	M	5	5	0	No	12/11/2018	6/18/2019	Site	P18-45	M	6	6/18/2024	G	0.6
Ayer	Eagan Drive	H	17	11	6	No	4/11/2017	11/17/2017	1/10/2018	P16-25	N	18	11/17/2022	G	2.0
Hidden Valley Drive	Hidden Valley Dr	H	10	10	0	No	3/24/2009	3/24/2009	8/4/2009	P09-03	I	94C	7/30/2013	G	1.2
Paddocks/Tidewater Farms	Saddle Trail Dr	H	9	4	5	No	10/23/2007	2/21/2008	2/21/2008	P07-43	N	8	2/21/2012	H	1.1
StoneCroft	Carriage Hill Ln	H	9	9	0	No	5/24/2005	8/9/2005	8/9/2005	P05-18	A	16	8/9/2009	H	1.1
Havenwood Farm at Alden	Boxwood/Wildewood	H	32	31	1	No	5/10/2005	6/6/2005	6/7/2005	P04-42	B	21	6/6/2009	H	3.8
Weeden	Garrison Rd	H	4	4	0	No	6/22/2004	9/28/2004	10/4/2004	P04-25	I	1P	9/24/2008	G	0.5
Total: Subdivisions			278	171	107	0									33.7
Elderly:															
Arbor Woods Townhomes	Cielo Dr (Windsor Dr. Townhomes)	H	56	0	56	No	11/14/2023	12/29/2023	Site	P06-25F/SITE-2023-2016	H	4	12/29/2028	W	6.7
Arbor Woods	Cielo Dr	H	72	69	3	No	1/9/2007	2/20/2007	2/20/2007	P06-25	H	4	2/20/2011	W	8.64
Total: Elderly			128	69	59	0									
TOTAL APPROVED UNITS			1859	964	1146	154									



PERMITS ISSUED BY WORK CLASS (10/01/2025 TO 10/31/2025) FOR CITY OF DOVER, N.H.



Permit #	Type <i>Application Date</i> <i>Zone</i>	Workclass <i>Issue Date</i> <i>Fee Total</i>	<i>Expiration</i> <i>Sq Ft</i>	Main Address <i>Last Inspection</i> <i>Valuation</i>	<i>Finaled Date</i> <i>Project Zone</i>	<i>Applied Online</i> <i>Assigned To</i>	Parcel
ALTERATION / ADDITION							
BLDM-2025-0440	Building - Minor 09/11/2025 R-20 Residential - Low	Alteration / Addition 10/01/2025 \$168.00	Complete 04/27/2026 114	10 Beaumont Dr, Dover 03820 10/28/2025 \$12,758.87	10/28/2025 Residential	None Yes	M0061-002000
<i>Description: Construction of 19' x 6' deck, and removal of existing steps and landing and construction of new landing and 3 steps to grade</i>							
BLDM-2025-0446	Building - Minor 09/17/2025 R-12 Residential - Medi	Alteration / Addition 10/01/2025 \$1,015.00	Issued 04/02/2026 640	25 Mathes Hill Dr, Dover, NH \$90,000.00	Residential	None Yes Justin Corrow	I0049-026000
<i>Description: installation of inground fiberglass pool, in fenced in backyard.</i>							
BLDM-2025-0414	Building - Minor 08/28/2025 R-20 Residential - Low	Alteration / Addition 10/01/2025 \$850.00	Issued 04/02/2026 1,150	3 Osprey Ln, Dover, NH \$75,000.00	Residential	None Yes Justin Corrow	L0095-Z00001
<i>Description: Replace helicals and 6" x 6" support timbers as needed. Replace joists, decking, and handrails on existing 4' x 100' upland walkway. Replace existing failing 6' x 50' landing float and 10' x 45' maine float</i>							

PERMITS ISSUED BY WORK CLASS (10/01/2025 TO 10/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0326	Building - Minor 07/14/2025 R-12 Residential - Medi	Alteration / Addition 10/01/2025 \$58.00	Complete 04/15/2026 300	7 Evergreen Valley Dr, Dover 03820 10/17/2025 \$3,200.00	03820 10/17/2025 Residential	None Yes	D0005-030000
Description: Water mitigation. Removal of affected drywall walls, Insulation, Laminate flooring, Tile flooring							
BLDM-2025-0465	Building - Minor 09/29/2025 RM-U Residential - Urb	Alteration / Addition 10/02/2025 \$75.00	Issued 04/03/2026 900	38 40 New York St, Dover 03820 \$18,000.00	03820 Residential	None Yes Justin Corrow	27043-000000
Description: Shingle roof replacement. No alterations to the existing footprint							
BLDM-2025-0479	Building - Minor 10/02/2025 R-40 Residential - Rura	Alteration / Addition 10/02/2025 \$75.00	Issued 04/03/2026 1,800	2 Brookmoor Rd, Dover 03820 \$9,000.00	03820 Residential	None Yes Justin Corrow	I0022-000000
Description: Roof replacement strip the current roof off and install the Timberline HDZ shingles.							
BLDM-2025-0330	Building - Minor 07/16/2025 R-40 Residential - Rura	Alteration / Addition 10/02/2025 \$245.00	Issued 05/04/2026 207	24 Sunnybrooke Dr, Dover 03820 11/05/2025 \$20,000.00	03820 Residential	None Yes Justin Corrow	I0030-B00013
Description: Adding bathroom and bedroom to basement.							
BLDM-2025-0471	Building - Minor 09/29/2025 RM-U Residential - Urb	Alteration / Addition 10/02/2025 \$135.00	Complete 04/13/2026 15	2 Dover St, 402, Dover, NH 10/14/2025 \$10,000.00	03820 10/14/2025 Residential	None Yes	27020-000000
Description: Replace existing tub/shower with walk in shower. No change to footprint of space.							
BLDM-2025-0478	Building - Minor 10/02/2025 R-40 Residential - Rura	Alteration / Addition 10/02/2025 \$223.00	Issued 04/03/2026 0	265 Blackwater Rd, Dover, NH \$17,580.00	03820 Residential	None Yes Justin Corrow	A0030-001000
Description: REMOVE & REPLACE 5 WINDOWS; LIKE FOR LIKE SIZE; NO STRUCTURAL CHANGES							
BLDM-2025-0456	Building - Minor 09/23/2025 IT Non-Residential - Inn	Alteration / Addition 10/02/2025 \$520.00	Issued 04/03/2026 144	15 Stonewall Dr, Dover, NH \$45,000.00	03820 Non-Residential	None Yes Justin Corrow	H0053-001000
Description: Frame a 12'x12' office room with new electrical, mini-split unit, sprinkler heads, doors and finishes.							
BLDM-2025-0455	Building - Minor 09/22/2025	Alteration / Addition 10/02/2025 \$817.00	Issued 04/03/2026 600	66 Third St, Dover, NH \$72,000.00	03820 Mixed Use	None Yes Justin Corrow	31007-000000
Description: Remove compromised brick veneer and replace with new brick in kind							
BLDG-2025-0106	Building - Major 07/14/2025 R-12 Residential - Medi	Alteration / Addition 10/02/2025 \$300.00	Complete 05/04/2026 675	8 Fairfield Dr, Dover, NH 11/06/2025 \$25,000.00	03820 11/06/2025 Residential	None Yes Stephanie Walden	14005-N00000
Description: Finish 675 sqft of basement, adding additional office and living area.							
BLDM-2025-0476	Building - Minor 10/01/2025 R-40 Residential - Rura	Alteration / Addition 10/03/2025 \$2,500.00	Issued 04/27/2026 400	104 Boxwood Ln, Dover, NH 10/28/2025 \$225,000.00	03820 Residential	None Yes Justin Corrow	B0021-028000
Description: Remodel Existing Primary Bath and Kitchen							

PERMITS ISSUED BY WORK CLASS (10/01/2025 TO 10/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0477	Building - Minor 10/01/2025 R-12 Residential - Medi	Alteration / Addition 10/03/2025 \$75.00	Complete 05/18/2026 1,000	15 Oak Hill Dr, Dover, NH 11/19/2025 \$9,980.00	11/19/2025 Residential	None Yes Justin Corrow	36025-G00000
	Description: Re-shingling roof						
BLDM-2025-0442	Building - Minor 09/12/2025 R-12 Residential - Medi	Alteration / Addition 10/03/2025 \$685.00	Issued 04/04/2026 960	35 Mill St, Dover, NH \$60,000.00	Residential	None Yes Justin Corrow	16033-000000
	Description: - Renovate (1) side of a duplex. - New kitchen - (2) bathroom updates - open wall between kitchen and living area - create new laundry area						
BLDM-2025-0470	Building - Minor 09/29/2025 RM-U Residential - Urb	Alteration / Addition 10/03/2025 \$0.00	Complete 06/02/2026 140	61 Locust St, 403, Dover 03820 12/04/2025 \$50,000.00	12/04/2025 Non-Residential	None Yes	09057-000000
	Description: Added a wall which divided one big office into two office spaces in Suite 403, Added two outlets and two fire strobes as well as a door and frame for the new office.						
BLDM-2025-0467	Building - Minor 09/29/2025 RM-SU Residential - Su	Alteration / Addition 10/03/2025 \$0.00	Complete 05/25/2026 300	50 Garrison Rd, Dover, NH 11/24/2025 \$250,000.00	11/24/2025 Non-Residential	None Yes Justin Corrow	I0002-G00000
	Description: Upgrading/renovating the kitchen						
BLDM-2025-0462	Building - Minor 09/25/2025 G Gateway District	Alteration / Addition 10/03/2025 \$69.00	Complete 04/06/2026 2,400	85 Broadway, Dover, NH 10/08/2025 \$4,000.00	10/08/2025 Mixed Use	None Yes	26012-000000
	Description: Installing (2) Temporary Tents for Safety Day Event						
BLDM-2025-0474	Building - Minor 10/01/2025 R-40 Residential - Rura	Alteration / Addition 10/06/2025 \$75.00	Complete 05/11/2026 1,200	536 Sixth St, Dover 03820 11/12/2025 \$33,000.00	11/12/2025 Residential	None Yes	B0004-I00000
	Description: Strip roof, install ice & water shield, and install Permalock roofing system.						
BLDM-2025-0257	Building - Minor 06/07/2025 RM-SU Residential - Su	Alteration / Addition 10/06/2025 \$410.00	Issued 04/27/2026 1,300	13 Fords Landing Dr, Dover 03820 10/27/2025 \$35,000.00	Residential	None Yes Jim Maxfield	I0003-B00000
	Description: Remodeling interior						
BLDM-2025-0480	Building - Minor 10/02/2025 R-40 Residential - Rura	Alteration / Addition 10/06/2025 \$795.00	Issued 04/07/2026 320	240 Blackwater Rd, Dover 03820 \$70,000.00	Residential	None Yes Justin Corrow	A0032-004000
	Description: Kitchen Remodel, Remove 1 non load-bearing wall to open up space remove floor and old kitchen cabinets. Install new flooring patch drywall and install new cabinets and countertop						
BLDG-2025-0135	Building - Major 09/18/2025 R-12 Residential - Medi	Alteration / Addition 10/06/2025 \$4,271.00	Issued 04/07/2026 10,721	679 Central Av, Dover, NH \$385,956.00	Non-Residential	None Yes Jim Maxfield	27219-000000
	Description: Interior retail tenant fit out of an existing retail space						
BLDG-2025-0146	Building - Major 10/02/2025 R-20 Residential - Low	Alteration / Addition 10/06/2025 \$355.00	Issued 05/25/2026 500	11 Ayers Ln, Dover, NH 11/25/2025 \$30,000.00	Residential	None Yes Jim Maxfield	L0076-000000
	Description: Interior renovations and alterations - update kitchen, create third bedroom by dividing front bedroom, add 2nd bathroom by converting existing large bathroom into 2 smaller bathrooms - replace windows (legal egress for bedrooms)						

PERMITS ISSUED BY WORK CLASS (10/01/2025 TO 10/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDG-2025-0136	Building - Major 09/18/2025 HR Residential - Heritag	Alteration / Addition 10/06/2025 \$575.00	Complete 05/25/2026 471	179 Locust St, Dover, NH 11/24/2025 \$49,535.00	11/25/2025 Residential	None Yes	12063-000000
Description: Create habitable area in basement, 471SF, 2'X2", FINISH HEIGHT 7'3", room to be used as a family room.							
BLDM-2025-0452	Building - Minor 09/19/2025 R-12 Residential - Medi	Alteration / Addition 10/07/2025 \$212.00	Complete 05/18/2026 0	67 Horne St, Dover, NH 11/18/2025 \$16,965.00	11/18/2025 Residential	None Yes	29051-000000
Description: REMOCE AND REPLACE 16 WINDOWS AND 1 PATIO DOOR. LIKE SIZES AND NO STRUCTURAL CHANGES.							
BLDM-2025-0464	Building - Minor 09/26/2025 R-40 Residential - Rura	Alteration / Addition 10/07/2025 \$80.00	Complete 05/12/2026 1,000	151 County Farm Cross Rd, Dover, NH 11/13/2025 \$5,025.23	11/13/2025 Residential	None Yes	B0011-000000
Description: Remove and replace 4 windows, like sizes, no structural alterations							
BLDM-2025-0453	Building - Minor 09/19/2025 R-40 Residential - Rura	Alteration / Addition 10/07/2025 \$69.00	Complete 04/20/2026 285	200 County Farm Cross Rd, Dover 03820 10/22/2025 \$4,500.00	10/22/2025 Residential	None Yes	B0020-A00000
Description: Water mitigation. Removal of affected drywall walls, laminate flooring, and insulation.							
BLDG-2025-0114	Building - Major 07/23/2025 R-40 Residential - Rura	Alteration / Addition 10/07/2025 \$4,425.00	Issued 04/08/2026 1,980	45 County Farm Rd, Dover, NH \$400,000.00	Residential	None Yes Jim Maxfield	B0023-B00000
Description: Construct a single story dwelling unit with two car attached garage, unfinished attic and basement in accordance with 2021 IRC							
BLDM-2025-0472	Building - Minor 09/30/2025 R-40 Residential - Rura	Alteration / Addition 10/08/2025 \$58.00	Issued 04/09/2026 494	30 County Farm Cross Rd, Dover, NH \$3,000.00	Residential	None Yes Justin Corrow	B0006-H00000
Description: Lean to addition on back side if garage.							
BLDM-2025-0459	Building - Minor 09/24/2025 RM-U Residential - Urb	Alteration / Addition 10/08/2025 \$75.00	Complete 04/20/2026 2,400	112 Grove St, Dover, NH 10/20/2025 \$24,000.00	10/20/2025 Residential	None Yes Justin Corrow	30038-000000
Description: Strip and re roof building							
BLDM-2025-0434	Building - Minor 09/09/2025 O Office	Alteration / Addition 10/08/2025 \$3,864.00	Issued 04/09/2026 50	833 Central Av, Dover 03820 \$349,289.00	Non-Residential	None No Jim Maxfield	37024-000000
Description: Installation of Fast Charging EV Chargers in the parking lot of Hannaford Dover campus.							
BLDG-2025-0117	Building - Major 08/04/2025 O Office	Alteration / Addition 10/08/2025 \$6,845.00	Issued 04/13/2026 3,100	796 Central Av, Unit 1 & Unit 2, Dover, NH 10/14/2025 \$620,000.00	Residential	None Yes Jim Maxfield	37026-000000
Description: Construct a three story townhouse with two dwelling units, unfinished attic and lower level consisting w/ two car attached garage.							
BLDG-2025-0118	Building - Major 08/04/2025 O Office	Alteration / Addition 10/08/2025 \$6,845.00	Issued 04/13/2026 3,100	796 1/2 Central Av, Unit 1 & Unit 2, Dover, NH 10/14/2025 \$620,000.00	Residential	None Yes Jim Maxfield	37027-000000
Description: Construct a three story structure consisting of two dwelling units w/ unfinished attic and one car attached garage.							

PERMITS ISSUED BY WORK CLASS (10/01/2025 TO 10/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0483	Building - Minor 10/03/2025 R-40 Residential - Rura	Alteration / Addition 10/09/2025 \$344.00	Issued 04/10/2026 420	12 Prosperity Dr, Dover 03820 \$28,700.00	Residential	None Yes Justin Corrow	N0013-001004
	Description: Retaining wall						
BLDM-2025-0473	Building - Minor 10/01/2025 R-12 Residential - Medi	Alteration / Addition 10/09/2025 \$465.00	Issued 06/08/2026 300	17 Cobble Hill Dr, Dover, NH 12/09/2025 \$40,000.00	Residential	None Yes Justin Corrow	20114-010000
	Description: Replace existing deck with new, same footprint with a proposed 4' depth increase at the rear. Provide a concrete pad and rubberized roof under main deck structure to provide covered storage.						
BLDM-2025-0415	Building - Minor 08/29/2025 R-40 Residential - Rura	Alteration / Addition 10/09/2025 \$135.00	Issued 04/10/2026 1,800	31 County Farm Rd, Dover 03820 \$9,500.00	Residential	None Yes Justin Corrow	B0001-L00000
	Description: New Roofing including stripping and Siding						
BLDM-2025-0489	Building - Minor 10/07/2025 C Non-Residential - Co	Alteration / Addition 10/09/2025 \$1,395.00	Complete 06/01/2026 6,000	238 Indian Brook Dr, Dover, NH 12/01/2025 \$120,000.00	Non-Residential	None Yes	39009-000000
	Description: Re-roof of existing building.						
BLDM-2025-0490	Building - Minor 10/07/2025 R-12 Residential - Medi	Alteration / Addition 10/10/2025 \$325.00	Complete 05/18/2026 3,000	19 Roosevelt Av, Dover, NH 11/19/2025 \$25,000.00	Residential	None Yes	37065-C00000
	Description: Replace cedar shakes with vinyl siding and new gutters.						
BLDM-2025-0485	Building - Minor 10/06/2025 R-12 Residential - Medi	Alteration / Addition 10/10/2025 \$75.00	Complete 05/18/2026 1,000	6 Birchwood Pl, Dover, NH 11/19/2025 \$11,985.34	Residential	None Yes	17063-000000
	Description: Replacing main house roof's front side shingles & back side rubber roof						
BLDM-2025-0487	Building - Minor 10/07/2025 R-40 Residential - Rura	Alteration / Addition 10/10/2025 \$218.00	Issued 04/11/2026 800	252 Long Hill Rd, Dover 03820 \$13,000.00	Residential	None Yes Justin Corrow	A0051-008000
	Description: Remove old siding on the garage and front entry way and install new front door and board and button style vinyl siding add in pvc trim around windows of the front of the house						
BLDM-2025-0491	Building - Minor 10/07/2025 IT Non-Residential - Inn	Alteration / Addition 10/10/2025 \$245.00	Complete 05/13/2026 336	11 Cielo Dr, Dover, NH 11/14/2025 \$20,000.00	Residential	None Yes	H0004-000000
	Description: Create habitable 12' x 28' room in unfinished basement.						
BLDM-2025-0412	Building - Minor 08/28/2025 RM-U Residential - Urb	Alteration / Addition 10/14/2025 \$69.00	Issued 04/15/2026 400	29 Mount Vernon St, Dover, NH \$4,000.00	Residential	None Yes Justin Corrow	30121-000000
	Description: Demo garage that is falling down						
BLDM-2025-0501	Building - Minor 10/10/2025 R-40 Residential - Rura	Alteration / Addition 10/14/2025 \$146.00	Issued 04/15/2026 1,589	486 Tolend Rd, Dover, NH \$11,495.00	Residential	None Yes Justin Corrow	C0033-C00000
	Description: install 6 replacement windows-no structural work						

PERMITS ISSUED BY WORK CLASS (10/01/2025 TO 10/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0488	Building - Minor 10/07/2025 HR Residential - Heritag	Alteration / Addition 10/14/2025 \$300.00	Complete 05/12/2026 720	88 Silver St, 1, Dover 03820 11/13/2025 \$25,000.00	03820 11/13/2025 Residential	None Yes	12125-A00000
	Description: Finish a 700 Sq foot basement						
BLDM-2025-0493	Building - Minor 10/08/2025 R-12 Residential - Medi	Alteration / Addition 10/14/2025 \$823.00	Issued 04/15/2026 3,200	175 Henry Law Av, Dover, NH \$68,357.00	Residential	None Yes Justin Corrow	21005-C00000
	Description: *strip and re-roof with asphalt shingles(14 sq)-no structural work *install 3 replacement skylights-no structural work *install 9 replacement windows-no structural work *install JH Plank siding (18 sq)-no structural work						
BLDM-2025-0494	Building - Minor 10/08/2025 R-12 Residential - Medi	Alteration / Addition 10/14/2025 \$80.00	Complete 04/20/2026 483	34 Cataract Av, Dover 03820 10/22/2025 \$4,567.28	03820 10/22/2025 Residential	None Yes Justin Corrow	14011-001000
	Description: Water mitigation. Detach of baseboards and trim, removal of vinyl flooring and underlayment, removal of affected drywall ceiling, removal of wet insulation. Removal only, no new materials will be installed by SERVPRO.						
BLDM-2025-0498	Building - Minor 10/09/2025 R-40 Residential - Rura	Alteration / Addition 10/14/2025 \$135.00	Complete 06/01/2026 0	6 Mccarthy Blvd, Dover, NH 12/03/2025 \$9,787.00	03820 12/03/2025 Residential	None Yes	F0001-002000
	Description: REMOVE & REPLACE 1 WINDOW; 1 PATIO DOOR; LIKE FOR LIKE SIZE; NO STRUCTURAL CHANGES						
BLDM-2025-0316	Building - Minor 07/09/2025 R-40 Residential - Rura	Alteration / Addition 10/14/2025 \$960.00	Issued 04/15/2026 450	5 Winterberry Dr, Dover, NH \$85,000.00	Residential	None Yes Jim Maxfield	N0008-000001
	Description: Inground Gunite Pool						
BLDM-2025-0499	Building - Minor 10/09/2025 H Hospital	Alteration / Addition 10/14/2025 \$75.00	Complete 06/01/2026 7,300	4 Gilman St, A, Dover 03820 12/01/2025 \$63,195.00	03820 12/08/2025 Residential	None Yes	37013-D00000
	Description: Siding Replacement						
BLDM-2025-0469	Building - Minor 09/29/2025 R-12 Residential - Medi	Alteration / Addition 10/14/2025 \$267.00	Issued 04/15/2026 285	141 Garrison Rd, Dover, NH \$22,000.00	Residential	None Yes Justin Corrow	I0001-P00001
	Description: Build New Sunroom over existing deck						
BLDM-2025-0486	Building - Minor 10/06/2025 R-40 Residential - Rura	Alteration / Addition 10/14/2025 \$135.00	Issued 04/15/2026 1,500	342 Tolend Rd, Dover 03820 \$10,000.00	Residential	None Yes Justin Corrow	F0010-000000
	Description: Electrical and minor work to existing garage shell attached to house						
BLDM-2025-0504	Building - Minor 10/13/2025 C Non-Residential - Cor	Alteration / Addition 10/15/2025 \$75.00	Issued 04/16/2026 1,788	66 Constitution Wy, Dover, NH \$17,394.00	Residential	None Yes Justin Corrow	K0021-000000
	Description: Roof Replacement						
BLDM-2025-0427	Building - Minor 09/05/2025 R-40 Residential - Rura	Alteration / Addition 10/15/2025 \$542.00	Issued 04/16/2026 250	1 Reyners Brook Dr, Dover 03820 \$47,000.00	Residential	None Yes Justin Corrow	A0047-002000
	Description: pool install						

PERMITS ISSUED BY WORK CLASS (10/01/2025 TO 10/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0496	Building - Minor 10/09/2025 RM-SU Residential - Su	Alteration / Addition 10/15/2025 \$91.00	Issued 04/16/2026 90	17 Fords Landing Dr, Dover, NH \$6,000.00	Residential	None Yes Justin Corrow	I0003-B00000
Description: Remove old, patio railings and replace. Fill in cracks on patio and patch broken areas on concrete patio. Re surface concrete patio and seal.							
BLDG-2025-0131	Building - Major 09/03/2025 R-40 Residential - Rura	Alteration / Addition 10/15/2025 \$13,225.00	Issued 04/16/2026 3,801	272 Gulf Rd, Dover 03820 \$1,200,000.00	Residential	None Yes Jim Maxfield	N0008-A00007
Description: Single Family Dwelling							
BLDM-2025-0508	Building - Minor 10/15/2025 R-12 Residential - Medi	Alteration / Addition 10/16/2025 \$135.00	Issued 04/17/2026 0	15 Morin St, Dover, NH \$9,589.00	Residential	None Yes Justin Corrow	38027-A00000
Description: REMOVE & REPLACE 1 ENTRY DOOR; 1 STORM DOOR; LIKE FOR LIKE SIZE; NO STRUCTURAL CHANGES							
BLDM-2025-0460	Building - Minor 09/24/2025 R-12 Residential - Medi	Alteration / Addition 10/16/2025 \$999.00	Issued 04/17/2026 58	67 Hill St, Dover, NH \$83,828.83	Residential	None Yes Justin Corrow	27229-000000
Description: Demo 8.5x5 landing and steps, support roof overhang, build new landing and steps with same footprint. Two small porch roofs. Remove siding and trim. Install James Hardie and PVC Trim. Deck - \$12,020.31 Roof - \$3,699.82 Siding - \$68,108.70							
BLDG-2025-0120	Building - Major 08/06/2025 CM Non-Residential - C	Alteration / Addition 10/16/2025 \$5,283.00	Issued 05/25/2026 48,000	44 Industrial Park Rd, Suite 1, Dover, NH \$478,250.00	Non-Residential	None Yes Jim Maxfield	G0003-C00000
Description: Create business use for new tenancy. This will create a multiple occupancy building.							
BLDM-2025-0500	Building - Minor 10/10/2025 R-40 Residential - Rura	Alteration / Addition 10/17/2025 \$75.00	Issued 04/18/2026 2,000	24 Deerfield Dr, Dover, NH \$9,900.00	Residential	None Yes Justin Corrow	I0022-000000
Description: Remove asphalt shingles and replace with GAF HDZ architectural shingles. Dispose of materials at Resource Waste in Epping NH.							
BLDM-2025-0370	Building - Minor 08/02/2025 R-20 Residential - Low	Alteration / Addition 10/20/2025 \$75.00	Complete 05/25/2026 1,292	142 Dover Point Rd, Dover 03820 \$6,500.00	Residential	None Yes	M0063-000000
Description: Stripping and reroofing structure							
BLDM-2025-0492	Building - Minor 10/08/2025 G Gateway District	Alteration / Addition 10/20/2025 \$135.00	Complete 04/21/2026 20	121 Broadway, Dover, NH \$10,000.00	Non-Residential	None Yes Justin Corrow	26006-000000
Description: installing a generator on the rooftop for Dover Pediatrics vaccine fridge							
BLDM-2025-0466	Building - Minor 09/29/2025 CBD-G Central Busines	Alteration / Addition 10/21/2025 \$75.00	Issued 04/22/2026 2,200	10 12 Atkinson St, Dover 03820 \$14,000.00	Residential	None Yes Justin Corrow	01023-000000
Description: Shingle roof replacement no change to footprint							

PERMITS ISSUED BY WORK CLASS (10/01/2025 TO 10/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0439	Building - Minor 09/11/2025 R-40 Residential - Rura	Alteration / Addition 10/21/2025 \$223.00	Complete 04/27/2026 96	6 Gerrys Ln, Dover 03820 10/27/2025 \$17,660.49	10/27/2025 Residential	None Yes	N0022-C00005
Description: Remove existing deck & landing & stairs and replace landing & stairs in kind- 6' x 16' with 5 step staircase.							
BLDM-2025-0461	Building - Minor 09/25/2025 R-12 Residential - Medi	Alteration / Addition 10/21/2025 \$795.00	Issued 04/22/2026 960	1 Hillcrest Dr, Dover, NH 12/01/2025 \$69,720.00	Residential	None Yes Justin Corrow	35056-D00000
Description: Install (2) 28 panel ground arrays on left side of house facing south. System to use (56) Enphase microinverters with (56) QCell 415W panels.							
BLDM-2025-0450	Building - Minor 09/18/2025 C Non-Residential - Cor	Alteration / Addition 10/21/2025 \$3,050.00	Complete 04/29/2026 4,500	841 Central Av, Dover, NH 10/31/2025 \$275,000.00	10/31/2025 Non-Residential	None Yes	38006-A00004
Description: Provide all new finishes and furniture along with repair and replacement of selective millwork pieces. Add new artwork. Replace decorative pendant lights. Repaint exterior							
BLDM-2025-0514	Building - Minor 10/20/2025 IT Non-Residential - Inn	Alteration / Addition 10/22/2025 \$135.00	Complete 06/08/2026 50	33 Conifer Commons, Dover, NH 12/09/2025 \$10,000.00	12/09/2025 Residential	None Yes	E0019-012000
Description: Install 3/4 bathroom in basement							
BLDG-2025-0075	Building - Major 05/08/2025 R-20 Residential - Low	Alteration / Addition 10/22/2025 \$1,950.00	Issued 06/01/2026 624	16 Wentworth Tr, Unit 2, Dover, NH 12/01/2025 \$175,000.00	Residential	None Yes Jim Maxfield	08042-000000
Description: Raze 624 sq ft garage 2' from the property line. Construct a two story garage 3.5' from the property line with an ADU on the second floor and deck.							
BLDM-2025-0502	Building - Minor 10/12/2025 R-12 Residential - Medi	Alteration / Addition 10/23/2025 \$75.00	Issued 06/02/2026 1,600	74 Glenwood Av, Dover 03820 12/04/2025 \$7,385.00	Residential	None Yes Justin Corrow	E0012-000000
Description: Remove/Replace roofing shingles on two adjoining roofs.							
BLDG-2025-0126	Building - Major 08/28/2025 RM-U Residential - Urb	Alteration / Addition 10/23/2025 \$0.00	Issued 05/25/2026 676	140 Portland Av, Dover 03820 11/26/2025 \$3,600,000.00	Non-Residential	None Yes Jim Maxfield	26002-000000
Description: 26' x 26' maintenance / storage building as part of the Dover, NH - Jenny Thompson Outdoor Pool Rehabilitation project for the City of Dover.							
BLDM-2025-0509	Building - Minor 10/15/2025 RM-U Residential - Urb	Alteration / Addition 10/24/2025 \$58.00	Issued 04/25/2026 41	40 New York St, A, Dover, NH \$3,000.00	Residential	None Yes Justin Corrow	27043-000000
Description: Move bathroom wall							
BLDM-2025-0475	Building - Minor 10/01/2025 R-40 Residential - Rura	Alteration / Addition 10/24/2025 \$520.00	Issued 04/25/2026 648	108 County Farm Cross Rd, Dover, NH \$45,000.00	Residential	None Yes Justin Corrow	B0014-000000
Description: Inground swimming pool							
BLDM-2025-0510	Building - Minor 10/17/2025 R-12 Residential - Medi	Alteration / Addition 10/27/2025 \$58.00	Issued 04/28/2026 0	2 Kent Av, Dover, NH \$3,406.00	Residential	None Yes Justin Corrow	K0018-L00000
Description: REMOVE AND REPLACE 1 PATIO DOOR. LIKE SIZE AND NO STRUCTURAL CHANGES.							

PERMITS ISSUED BY WORK CLASS (10/01/2025 TO 10/31/2025)

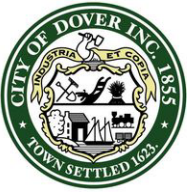
Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0511	Building - Minor 10/18/2025 R-12 Residential - Medi	Alteration / Addition 10/27/2025 \$300.00	Issued 04/28/2026 13	26 Morrison Ln, Dover, NH \$24,962.00	Residential	None Yes Justin Corrow	G0007-001008
	Description: install shower replacement and wall surround system						
BLDM-2025-0513	Building - Minor 10/20/2025 R-40 Residential - Rura	Alteration / Addition 10/27/2025 \$75.00	Issued 04/28/2026 15	22 Sunnybrooke Dr, Dover, NH \$7,200.00	Residential	None Yes Justin Corrow	I0030-B00014
	Description: Remove and replace 15 squares of shingles.						
BLDM-2025-0454	Building - Minor 09/21/2025 C Non-Residential - Cor	Alteration / Addition 10/28/2025 \$905.00	Complete 05/04/2026 3,000	238 Indian Brook Dr, Dover 03820 11/04/2025 \$80,000.00	Non-Residential	None Yes	39009-000000
	Description: replace 3 Roof top HVAC units, epoxy coat kitchen floors, replace restroom fixtures, install LVT flooring, install walk off carpet at entrance. Convert closet to an employee restroom						
BLDM-2025-0521	Building - Minor 10/26/2025 R-12 Residential - Medi	Alteration / Addition 10/29/2025 \$102.00	Issued 04/30/2026 500	14 Carmens Dr, Dover 03820 \$7,000.00	Residential	None Yes Justin Corrow	35057-000000
	Description: Finishing approximately 500 square feet of existing basement space to create a hobby/workshop area and insulated storage. Work includes framing, insulation, drywall, and finishes. No structural changes or plumbing work are proposed. Electrical and heating work will be completed by a licensed electrician under separate permits.						
BLDM-2025-0525	Building - Minor 10/29/2025 C Non-Residential - Cor	Alteration / Addition 10/30/2025 \$432.00	Issued 05/01/2026 0	60 Constitution Wy, Dover, NH \$37,084.00	Residential	None Yes Justin Corrow	K0021-000000
	Description: REMOVE & REPLACE 1 PATIO DOOR; 1 ENTRY DOOR; 1 STORM DOOR; LIKE FOR LIKE SIZE; NO STRUCTURAL CHANGES						
BLDM-2025-0524	Building - Minor 10/28/2025 R-40 Residential - Rura	Alteration / Addition 10/30/2025 \$289.00	Issued 06/01/2026 1,200	39 County Farm Rd, Dover, NH \$24,000.00	Residential	None Yes Justin Corrow	B0023-B00000
	Description: BUILD 30X40 GARAGE						
BLDM-2025-0519	Building - Minor 10/24/2025 R-40 Residential - Rura	Alteration / Addition 10/31/2025 \$1,840.00	Issued 05/02/2026 330	476 Sixth St, Dover, NH \$165,000.00	Residential	None Yes Justin Corrow	B0001-C00000
	Description: The proposed work represents the demo of a 168 sf four seasons porch and reconstruction with an expanded footprint to total 330sf. The new construction will be wood framed on concrete sonotubes and concrete footings and wall sections.						
SUBTOTALS FOR ALTERATION / ADDITION:			142,001 Sq Ft	\$10,648,255.04	Residential: 66 Non-Residential: 11 Mixed Use: 2	PERMITS ISSUED: 79	

NEW CONSTRUCTION

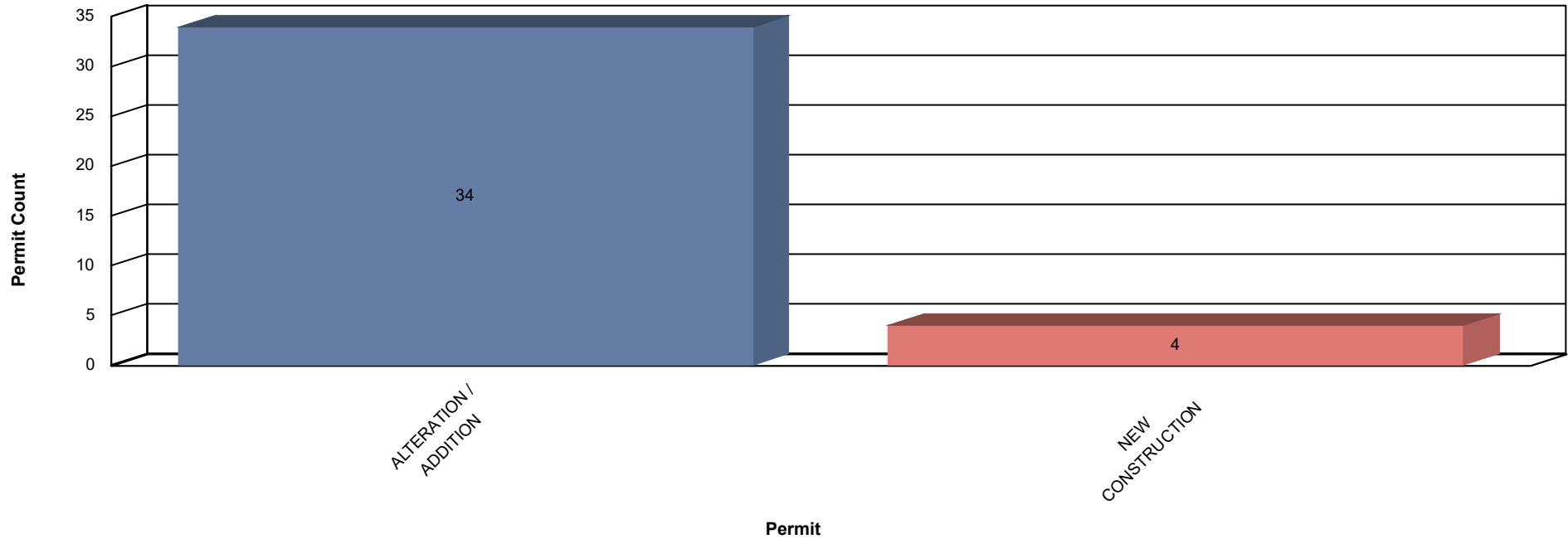
BLDM-2025-0430	Building - Minor 09/08/2025 R-20 Residential - Low	New Construction 10/01/2025 \$146.00	Complete 04/22/2026 240	11 Ayers Ln, Dover, NH 10/24/2025 \$11,033.00	Residential	None Yes	L0076-000000
	Description: install 12' x 20' storage shed on crushed gravel						

PERMITS ISSUED BY WORK CLASS (10/01/2025 TO 10/31/2025)

Permit #	Type <i>Application Date</i> <i>Zone</i>	Workclass <i>Issue Date</i> <i>Fee Total</i>	<i>Expiration</i> <i>Sq Ft</i>	Main Address <i>Last Inspection</i> <i>Valuation</i>	<i>Finaled Date</i> <i>Project Zone</i>	<i>Applied Online</i> <i>Assigned To</i>	Parcel
BLDG-2025-0134	Building - Major 09/12/2025 R-20 Residential - Low	New Construction 10/01/2025 \$7,175.00	Issued 04/02/2026 2,600	39 Boston Harbor Rd, Dover 03820 \$650,000.00	Residential	None Yes Jim Maxfield	07017-000000
<i>Description: Construct a 2 story dwelling unit with unfinished basement and attic with 2car attached garage This is a TDR unit</i>							
BLDG-2025-0095	Building - Major 06/17/2025 R-40 Residential - Rura	New Construction 10/01/2025 \$7,175.00	Issued 04/02/2026 2,770	375 Back Road, Dover, NH \$650,000.00	Residential	None Yes Jim Maxfield	M0105-001000
<i>Description: Construct a two story dwelling unit with no basement and unfinished attic and covered porch.</i>							
BLDG-2025-0053	Building - Major 04/09/2025 CWD Cocheco Waterfr	New Construction 10/16/2025 \$740.00	Issued 04/17/2026 1,956	49-69 River St, Dover, NH \$65,000.00	Residential	None Yes Jim Maxfield	22001-005000
<i>Description: Construct - New Retaining Wall #1</i>							
SUBTOTALS FOR NEW CONSTRUCTION:			7,566 Sq Ft	\$1,376,033.00	Residential:	4	PERMITS ISSUED:
					Non-Residential:	0	
					Mixed Use:	0	
			149,567 Sq Ft	\$12,024,288.04	Residential:	70	GRAND TOTAL OF PERMITS:
					Non-Residential:	11	
					Mixed Use:	2	



PERMITS ISSUED BY WORK CLASS (11/01/2025 TO 11/30/2025) FOR CITY OF DOVER, N.H.



Permit #	Type <i>Application Date</i> <i>Zone</i>	Workclass <i>Issue Date</i> <i>Fee Total</i>	<i>Expiration</i> <i>Sq Ft</i>	Main Address <i>Last Inspection</i> <i>Valuation</i>	<i>Finaled Date</i> <i>Project Zone</i>	<i>Applied Online</i> <i>Assigned To</i>	Parcel
ALTERATION / ADDITION							
BLDM-2025-0503	Building - Minor 10/13/2025 RM-U Residential - Urb:	Alteration / Addition 11/01/2025 \$75.00	Issued 05/03/2026 1,500	19 Everett St, Dover, NH \$13,000.00	Residential	None Yes Justin Corrow	27090-000000
<i>Description: Strip and Replace Roof</i>							
BLDM-2025-0495	Building - Minor 10/08/2025 RM-U Residential - Urb:	Alteration / Addition 11/03/2025 \$168.00	Issued 05/25/2026 42	29 Hough St, Dover, NH \$13,000.00	Residential	None Yes Justin Corrow	30030-000000
<i>Description: Add a 6 X 7 mudroom to front of current ongoing barn renovation. Mud room will not be heated</i>							
BLDG-2025-0141	Building - Major 09/30/2025 C Non-Residential - Co	Alteration / Addition 11/03/2025 \$828.00	Issued 05/05/2026 37,000	829 Central Av, Dover 03820 \$73,016.00	Non-Residential	None Yes Jim Maxfield	37024-A00001
<i>Description: Replace roof</i>							

PERMITS ISSUED BY WORK CLASS (11/01/2025 TO 11/30/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0349	Building - Minor 07/24/2025 CBD-G Central Busines	Alteration / Addition 11/04/2025 \$75.00	Issued 05/06/2026 27	36 Chapel St, Dover 03820 \$27,432.00	Residential	None Yes Jim Maxfield	24060-000000
	Description: Strip existing roof and install new shingles in accordance with IRC and manufacturer's instructions						
BLDM-2025-0420	Building - Minor 09/02/2025 R-40 Residential - Rura	Alteration / Addition 11/04/2025 \$157.00	Issued 05/06/2026 50	60 Middle Rd, Dover, NH \$11,600.00	Residential	None Yes Justin Corrow	K0011-A00000
	Description: Adding a kitchenette to 2 of our rooms 318B and 317B Building = \$3600 Plumbing = \$ 4000 Electrical = \$4000						
BLDM-2025-0348	Building - Minor 07/24/2025 R-12 Residential - Medi	Alteration / Addition 11/04/2025 \$1,395.00	Issued 05/06/2026 400	4 Stiles Ln, Dover, NH \$120,000.00	Residential	None Yes Jim Maxfield	40032-006000
	Description: Create habitable area in attic, including adding two dormers						
BLDM-2025-0523	Building - Minor 10/28/2025 RM-U Residential - Urb	Alteration / Addition 11/06/2025 \$350.00	Issued 05/08/2026 2,300	668 Central Av, Dover, NH \$25,000.00	Mixed Use	None Yes Justin Corrow	30138-000000
	Description: Reroof						
BLDM-2025-0497	Building - Minor 10/09/2025 R-12 Residential - Medi	Alteration / Addition 11/07/2025 \$69.00	Issued 05/09/2026 0	90 Park St, Dover, NH \$4,288.82	Residential	None Yes Justin Corrow	27233-A00000
	Description: Insulation, Weatherization and Air Sealing						
BLDM-2025-0516	Building - Minor 10/21/2025 R-12 Residential - Medi	Alteration / Addition 11/10/2025 \$124.00	Issued 05/12/2026 1	6 Longmeadow Rd, Dover, NH \$8,941.00	Residential	None Yes Justin Corrow	17097-000000
	Description: REMOVE AND REPLACE 8 WINDOWS. LIKE SIZES AND NO STRUCTURAL CHANGES.						
BLDM-2025-0445	Building - Minor 09/16/2025 R-40 Residential - Rura	Alteration / Addition 11/10/2025 \$619.00	Issued 05/12/2026 350	50 Isaac Lucas Cr, Dover, NH \$54,000.00	Residential	None Yes Justin Corrow	M0090-D00011
	Description: Farmers Porch along front of main section of house						
BLDM-2025-0468	Building - Minor 09/29/2025 R-12 Residential - Medi	Alteration / Addition 11/10/2025 \$102.00	Issued 05/12/2026 0	4 Smith Well Rd, Dover, NH \$7,417.88	Residential	None Yes Justin Corrow	38032-E00000
	Description: Insulation, Weatherization and Air Sealing						
BLDM-2025-0540	Building - Minor 11/10/2025 CBD-G Central Busines	Alteration / Addition 11/13/2025 \$245.00	Complete 06/08/2026 225	7 Mount Vernon St, Dover, NH \$20,000.00	Residential	None Yes	30109-000000
	Description: Demo front porch, Urgent safety concerns with the supporting posts. This is near a public walkway and main entrance to the home.						

PERMITS ISSUED BY WORK CLASS (11/01/2025 TO 11/30/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0518	Building - Minor 10/24/2025 R-12 Residential - Medi	Alteration / Addition 11/13/2025 \$75.00	Issued 05/15/2026 750	18 Horne St, Dover 03820 \$4,400.00	Residential	None Yes Jim Maxfield	35016-000000
	Description: Partial roof (rear gable), 7.5 square, approximately with 30 Yr architectural shingle.						
BLDG-2025-0130	Building - Major 09/03/2025 CWD Cocheco Waterfr	Alteration / Addition 11/17/2025 \$9,320.00	Issued 05/19/2026 3,550	9 River St, Suite 150, Dover 03820 \$845,000.00	Mixed Use	None Yes Jim Maxfield	22001-004C00
	Description: Restaurant Fit-up in White-Box Space with new Finishes, MEP system, and Kitchen.						
BLDM-2025-0417	Building - Minor 09/02/2025 R-12 Residential - Medi	Alteration / Addition 11/18/2025 \$1,725.00	Issued 06/15/2026 500	3 Chesley St, Dover, NH 12/16/2025 \$150,000.00	Residential	None Yes Justin Corrow	29075-000000
	Description: Alteration of 1st floor living area and sunporch. Fix past contractor's work, minor demolition, add power for outlets, lights, and switches, new mini split system, sister structural LVLs to floor joists, new sliding doors for sun porch, hang gypsum and finishes. New finishes on second floor.						
BLDM-2025-0517	Building - Minor 10/22/2025 G Gateway District	Alteration / Addition 11/18/2025 \$91.00	Issued 05/20/2026 120	749 Central Av, Dover 03820 \$6,000.00	Residential	None Yes Justin Corrow	28011-000000
	Description: Replacing 18 existing windows with new Anderson Silverline vinyl windows.						
BLDM-2025-0505	Building - Minor 10/14/2025 R-40 Residential - Rura	Alteration / Addition 11/18/2025 \$190.00	Issued 05/20/2026 275	63 Bay View Rd, Dover, NH \$15,000.00	Residential	None Yes Justin Corrow	J0022-C00000
	Description: Deck off of 2nd floor master bedroom						
BLDM-2025-0507	Building - Minor 10/15/2025	Alteration / Addition 11/18/2025 \$680.00	Issued 05/20/2026 280	58 Piscataqua Rd, Dover, NH 03820 \$55,000.00	Residential	None Yes Justin Corrow	
	Description: Add foyer and covered porch to front of house and add family room to side of house						
BLDM-2025-0529	Building - Minor 10/31/2025 R-12 Residential - Medi	Alteration / Addition 11/18/2025 \$152.00	Complete 06/01/2026 7	19 Cobble Hill Dr, Dover 03820 12/03/2025 \$6,768.80	Residential	None Yes	20114-011000
	Description: Vinyl Siding Repair						
BLDM-2025-0535	Building - Minor 11/06/2025 IT Non-Residential - Inn	Alteration / Addition 11/18/2025 \$75.00	Complete 06/17/2026 26	100 Glenwood Av, Dover 03820 12/19/2025 \$28,493.00	Residential	None Yes	E0020-E00000
	Description: Rip and reroof entire dwelling with 30+ year shingles, and install gutters once the roof is complete						
BLDM-2025-0530	Building - Minor 11/03/2025 R-12 Residential - Medi	Alteration / Addition 11/18/2025 \$75.00	Issued 05/20/2026 18	129 Grove St, Dover 03820 \$17,399.00	Residential	None Yes Justin Corrow	29082-000000
	Description: Rip and reroof entire dwelling with 30+ year shingles						
BLDM-2025-0520	Building - Minor 10/25/2025 R-40 Residential - Rura	Alteration / Addition 11/19/2025 \$80.00	Complete 06/15/2026 136	126 Watson Rd, Dover, NH 12/15/2025 \$5,000.00	Residential	None Yes	C0002-A00000
	Description: Install rear 10Wx12L rear deck. Install 4x4 rear porch. Install garage entry door 32x80.						

PERMITS ISSUED BY WORK CLASS (11/01/2025 TO 11/30/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0548	Building - Minor 11/17/2025 R-12 Residential - Medi	Alteration / Addition 11/19/2025 \$135.00	Issued 05/21/2026 300	7 Hull Av, Dover 03820 \$10,000.00	Residential	None Yes Justin Corrow	35049-000000
Description: Kitchen renovation. New cabinets, appliances and associated minor changes to plumbing and electrical to suit							
BLDM-2025-0538	Building - Minor 11/07/2025 IT Non-Residential - Inn	Alteration / Addition 11/19/2025 \$3,254.00	Issued 05/21/2026 300	17 Production Dr, Dover, NH \$288,800.00	Non-Residential	None Yes Justin Corrow	D0013-002000
Description: remove existing ballast and rubber. install new 2" iso, rubber roofing, back flash, aluminum edge metal							
BLDM-2025-0553	Building - Minor 11/17/2025 R-20 Residential - Low	Alteration / Addition 11/20/2025 \$75.00	Issued 05/22/2026 2,400	109 Spur Rd, Dover, NH \$17,055.00	Residential	None Yes Justin Corrow	L0023-000000
Description: Re-roof existing shingled roof							
BLDM-2025-0543	Building - Minor 11/13/2025 R-12 Residential - Medi	Alteration / Addition 11/20/2025 \$58.00	Issued 06/15/2026 366	5 Hill St, Dover, NH 12/16/2025 \$3,383.25	Residential	None Yes Justin Corrow	27168-000000
Description: Insulation, Weatherization and Air Sealing							
BLDM-2025-0219	Building - Minor 05/16/2025 R-40 Residential - Rura	Alteration / Addition 11/20/2025 \$201.00	Issued 05/22/2026 350	20 Seaborne Dr, Dover, NH \$15,850.00	Non-Residential 11/07/2025	None Yes Jim Maxfield	J0001-C00000
Description: Alter existing ramp, build stage							
BLDG-2025-0138	Building - Major 09/23/2025 G Gateway District	Alteration / Addition 11/20/2025 \$113.00	Complete 05/22/2026 1,926	95 Broadway, Dover, NH 03820 12/04/2025 \$7,500.00	Mixed Use 12/04/2025	None Yes	26010-000000
Description: Convert a single family dwelling to a business use. This is an after the fact permit for work completed by a previous owner. This was reviewed as a level 1 scope.							
BLDM-2025-0527	Building - Minor 10/29/2025 R-12 Residential - Medi	Alteration / Addition 11/25/2025 \$2,049.00	Issued 05/27/2026 500	80 Spruce Ln, Dover, NH \$184,000.00	Residential	None Yes Justin Corrow	I0081-I00000
Description: addition and first floor renovation, the addition is 270 sq ft							
BLDG-2025-0204	Building - Major 10/30/2025 CM Non-Residential - C	Alteration / Addition 11/25/2025 \$6,625.00	Issued 05/27/2026 1,630	180 Crosby Rd, Dover, NH \$600,000.00	Non-Residential	None Yes Jim Maxfield	G0001-A00000
Description: Installation of three loading docks attached to existing facility for aid in deliveries including site improvements.							
BLDM-2025-0552	Building - Minor 11/17/2025 H Hospital	Alteration / Addition 11/26/2025 \$300.00	Issued 05/28/2026 424	789 Central Av, Dover, NH \$25,246.22	Non-Residential	None Yes Justin Corrow	37001-000000
Description: Demolition of existing awning and cutting of existing concrete							
BLDM-2025-0551	Building - Minor 11/17/2025 H Hospital	Alteration / Addition 11/26/2025 \$1,730.00	Issued 05/28/2026 424	789 Central Av, Dover, NH \$154,998.78	Non-Residential	None Yes Justin Corrow	37001-000000
Description: Removal of existing awning, new thickened concrete pad and installation of new awning.							

PERMITS ISSUED BY WORK CLASS (11/01/2025 TO 11/30/2025)

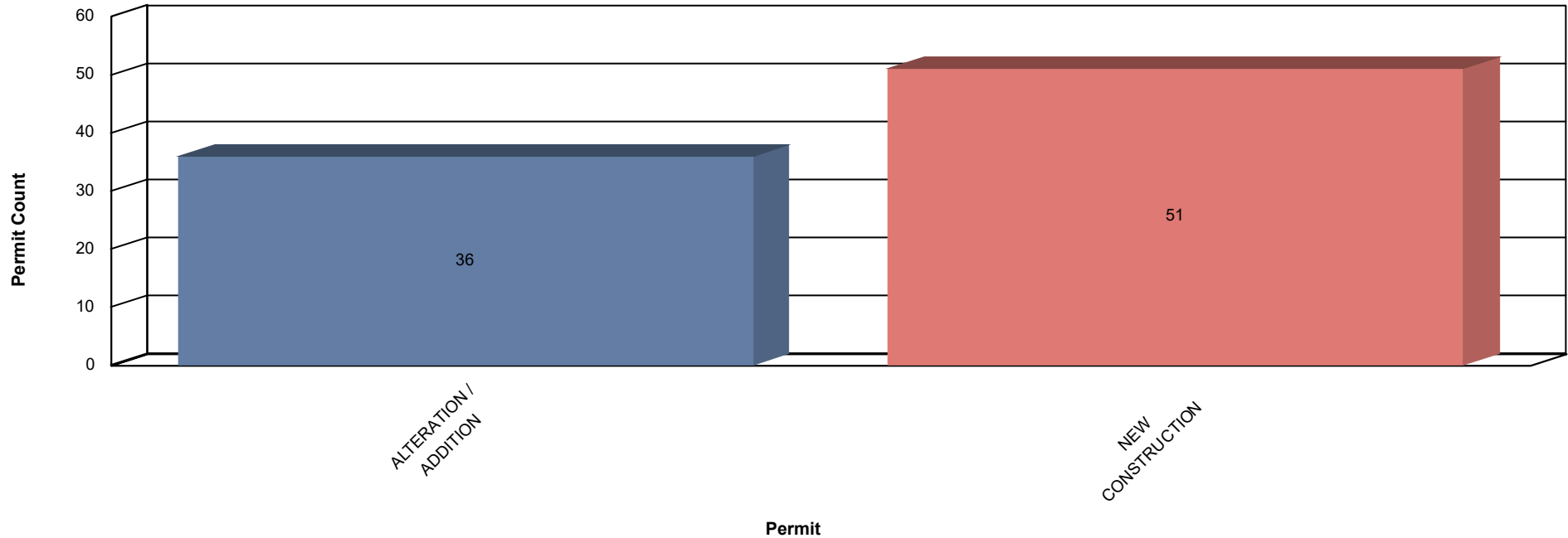
Permit #	Type <i>Application Date</i> <i>Zone</i>	Workclass <i>Issue Date</i> <i>Fee Total</i>	<i>Expiration</i> <i>Sq Ft</i>	Main Address <i>Last Inspection</i> <i>Valuation</i>	<i>Finaled Date</i> <i>Project Zone</i>	<i>Applied Online</i> <i>Assigned To</i>	Parcel
BLDG-2025-0155	Building - Major 10/20/2025 R-40 Residential - Rura	Alteration / Addition 11/26/2025 \$520.00	Issued 05/28/2026 0	273 Mast Rd, Dover, NH \$45,000.00	Non-Residential	None Yes Jim Maxfield	H0058-000000
<i>Description: Installation of 3 antennas and upgrade of equipment at existing wireless facility located on site</i>							
BLDG-2025-0153	Building - Major 10/15/2025 CBD-G Central Busines	Alteration / Addition 11/26/2025 \$0.00	Issued 05/28/2026 32,000	18 Chapel St, Dover, NH \$600,000.00	Residential	None Yes Jim Maxfield	24056-000000
<i>Description: This is an After the Fact permit. Perform interior improvements throughout vacated 30 dwelling units and structure including, new kitchen cabinets, flooring, devices, luminaires and upgrading elevator.</i>							
SUBTOTALS FOR ALTERATION / ADDITION:			88,177 Sq Ft	\$3,462,589.75	Residential:	24	PERMITS ISSUED:
					Non-Residential:	7	
					Mixed Use:	3	
NEW CONSTRUCTION							
BLDM-2025-0549	Building - Minor 11/17/2025 R-20 Residential - Low	New Construction 11/19/2025 \$75.00	Issued 05/21/2026 672	417 Middle Rd, Unit 1, Dover 03820 \$10,000.00	Residential	None Yes Justin Corrow	M0062-A00000
<i>Description: Layover existing roof with EPDM rubber roofing system</i>							
BLDM-2025-0542	Building - Minor 11/13/2025 LBW Little Bay Waterfr	New Construction 11/19/2025 \$58.00	Issued 05/21/2026 960	432 Dover Point Rd, Dover, NH \$3,000.00	Non-Residential	None Yes Justin Corrow	08028-000000
<i>Description: 2 Temporary Office Trailers - 8' X 32' - Electric Only - 12' X 60' - Electric & Plumbing (one lavatory plus BR Sink)</i>							
BLDG-2025-0143	Building - Major 10/01/2025 R-20 Residential - Low	New Construction 11/19/2025 \$905.00	Issued 05/21/2026 528	9 Chandler Wy, Dover, NH \$80,000.00	Residential	None Yes Jim Maxfield	H0023-000000
<i>Description: Construct a two story detached garage with unfinished attic.</i>							
BLDG-2025-0212	Building - Major 11/19/2025 CBD-G Central Busines	New Construction 11/25/2025 \$245.00	Issued 05/25/2026 1,200	8 Franklin Plaza, Dover, NH \$20,000.00	Mixed Use	None Yes Jim Maxfield	03064-000000
<i>Description: Change of use from Business to Mercantile. Remove wall and build new wall. add 2 sinks</i>							
SUBTOTALS FOR NEW CONSTRUCTION:			3,360 Sq Ft	\$113,000.00	Residential:	2	PERMITS ISSUED:
					Non-Residential:	1	
					Mixed Use:	1	

PERMITS ISSUED BY WORK CLASS (11/01/2025 TO 11/30/2025)

Permit #	Type <i>Application Date Zone</i>	Workclass <i>Issue Date Fee Total</i>	<i>Expiration Sq Ft</i>	Main Address <i>Last Inspection Valuation</i>	<i>Finaled Date Project Zone</i>	<i>Applied Online Assigned To</i>	Parcel
			91,537 Sq Ft	\$3,575,589.75	Residential:	26	GRAND TOTAL OF PERMITS: 38
					Non-Residential:	8	
					Mixed Use:	4	



PERMITS ISSUED BY WORK CLASS (12/01/2025 TO 12/31/2025) FOR CITY OF DOVER, N.H.



Permit #	Type <i>Application Date Zone</i>	Workclass <i>Issue Date Fee Total</i>	<i>Expiration Sq Ft</i>	Main Address <i>Last Inspection Valuation</i>	<i>Finaled Date Project Zone</i>	<i>Applied Online Assigned To</i>	Parcel
ALTERATION / ADDITION							
BLDM-2025-0565	Building - Minor 11/27/2025 R-20 Residential - Low	Alteration / Addition 12/01/2025 \$135.00	Issued 06/02/2026 550	62 Stocklan Cr, Dover, NH \$10,000.00	Residential	None Yes Justin Corrow	G0024-J00149
<i>Description: Creating unfinished storage space and the finished area will be open concept.</i>							
BLDM-2025-0545	Building - Minor 11/14/2025 R-20 Residential - Low	Alteration / Addition 12/01/2025 \$625.00	Issued 07/13/2026 100	43 Tolend Rd, Dover, NH \$50,000.00	Residential	None Yes Justin Corrow	E0074-D00000
<i>Description: Project scope is to extend the existing roof over the existing entry ramp. Roof SF is approximately 100 SF.</i>							
BLDM-2025-0559	Building - Minor 11/20/2025 C Non-Residential - Co	Alteration / Addition 12/01/2025 \$2,250.00	Issued 06/15/2026 2,000	815 Central Av, Dover, NH \$100,000.00	Residential	None Yes Justin Corrow	37007-000000
<i>Description: After the fact permit. Sanded the floors, Perform interior renovations, alterations, and improvements, install new kitchen cabinets, flooring and bathroom permit is also to demo walls for viewing of electrical and plumbing installed by unlicensed contractors.</i>							

PERMITS ISSUED BY WORK CLASS (12/01/2025 TO 12/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0544	Building - Minor 11/13/2025 CBD-G Central Busines	Alteration / Addition 12/01/2025 \$190.00	Issued 06/02/2026 3,750	256 Central Av, B, Dover 03820 \$15,000.00	Mixed Use	None Yes Justin Corrow	09112-000000
Description: create doorway into space from pre-existing Restaurant. Build bar and drink rail. Build utility closet and frame in loading dock door.							
BLDM-2025-0561	Building - Minor 11/21/2025 R-20 Residential - Low	Alteration / Addition 12/02/2025 \$278.00	Issued 06/03/2026 2,484	197 Spur Rd, Dover, NH \$23,476.00	Residential	None Yes Justin Corrow	L0048-R00000
Description: remove existing 3 lite sliding glass door, expand opening (see attached diagram) and install new 4 lite sliding glass door							
BLDM-2025-0564	Building - Minor 11/26/2025 R-12 Residential - Medi	Alteration / Addition 12/02/2025 \$91.00	Issued 06/03/2026 0	12 Allan St, Dover, NH \$6,312.00	Residential	None Yes Justin Corrow	A0009-B00000
Description: REMOVE & REPLACE 1 PATIO DOOR; LIKE FOR LIKE SIZE; NO STRUCTURAL CHANGES							
BLDM-2025-0571	Building - Minor 12/02/2025 R-40 Residential - Rura	Alteration / Addition 12/03/2025 \$245.00	Issued 06/04/2026 0	31 Isaac Lucas Cr, Dover 03820 \$20,000.00	Residential	None Yes Justin Corrow	M0090-D00007
Description: Window replacement - Anderson conversion kit							
BLDG-2025-0211	Building - Major 11/18/2025 G Gateway District	Alteration / Addition 12/03/2025 \$355.00	Issued 06/04/2026 900	93 Broadway, Dover, NH \$30,000.00	Residential	None Yes Jim Maxfield	26010-000000
Description: Convert existing renovated structure to a dwelling unit. Previous Permit # BLDG-2024-0106							
BLDM-2025-0537	Building - Minor 11/07/2025 R-20 Residential - Low	Alteration / Addition 12/04/2025 \$212.00	Issued 06/10/2026 108	2 Old Littleworth Rd, Dover 03820 12/12/2025 \$17,150.00	Residential	None Yes Justin Corrow	13016-000000
Description: Porch remodel-replace storm windows with casement windows, install entry door, add insulation, add lighting circuit, add flooring, new trim, add pine tongue and groove ceiling							
BLDM-2025-0578	Building - Minor 12/04/2025 R-20 Residential - Low	Alteration / Addition 12/05/2025 \$69.00	Issued 06/06/2026 0	39 Polly Ann Trailer Pk, Dover, NH \$4,137.00	Residential	None Yes Justin Corrow	M0047-C00000
Description: Window replacement							
BLDM-2025-0550	Building - Minor 11/17/2025 IT Non-Residential - Inn	Alteration / Addition 12/08/2025 \$410.00	Issued 07/06/2026 740	4 Madelyn Dr, Dover 03820 01/07/2026 \$35,000.00	Residential	None Yes Justin Corrow	M0004-000000
Description: Project scope is a 740 sq ft partial basement finish							
BLDM-2025-0572	Building - Minor 12/02/2025 R-20 Residential - Low	Alteration / Addition 12/08/2025 \$410.00	Issued 06/09/2026 500	20 Shore Ln, Dover, NH \$35,000.00	Residential	None Yes Justin Corrow	L0089-G00004
Description: Remove and replace the existing deck. Deck located at rear of house. Not to include porches, just the rear deck. Replace all wood framing including posts. Will reuse existing concrete footings. Dimensions will remain the same as existing conditions							
BLDM-2025-0534	Building - Minor 11/06/2025 R-40 Residential - Rura	Alteration / Addition 12/08/2025 \$465.00	Issued 06/09/2026 187	44 Wisteria Dr, Dover, NH \$40,000.00	Residential	None Yes Justin Corrow	N0008-003004
Description: Sunroom extension on existing deck							

PERMITS ISSUED BY WORK CLASS (12/01/2025 TO 12/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDG-2025-0150*	Building - Major 10/09/2025 CBD-G Central Busines	Alteration / Addition 12/08/2025 \$1,774.00	Issued 06/09/2026 12,600	466 Central Av, Dover 03820 \$61,850.00	03820 Mixed Use	None Yes Justin Corrow	06036-000000
	<i>Description: After the fact: Roof Replacement Installation of stainless steel bird spikes along ridge line</i>						
BLDM-2025-0563	Building - Minor 11/25/2025 G Gateway District	Alteration / Addition 12/09/2025 \$0.00	Issued 06/10/2026 384	16 Daley Dr, Dover, NH \$6,000.00	Non-Residential	None Yes Justin Corrow	H0011-001000
	<i>Description: Building a fence 24'x16' at the DMS field</i>						
BLDM-2025-0555	Building - Minor 11/19/2025 CBD-G Central Busines	Alteration / Addition 12/09/2025 \$190.00	Complete 06/09/2026 560	421 Central Av, 104, Dover 03820 12/11/2025 \$15,000.00	03820 12/11/2025 Non-Residential	None Yes Justin Corrow	03067-000000
	<i>Description: New ceiling tiles (washable, fire retardant, waterproof PVC) to be code compliant. (\$864) Seal flooring in kitchen prep area w/ slip-resistant grit. (\$700) Move & install kitchen appliances (\$1,900)</i>						
BLDM-2025-0582	Building - Minor 12/09/2025 R-40 Residential - Rura	Alteration / Addition 12/10/2025 \$207.00	Issued 06/11/2026 1,100	157 Littleworth Rd, Dover, NH \$12,000.00	Residential	None Yes Justin Corrow	F0016-A00000
	<i>Description: Tear off existing siding and replace with Vinyl siding, Replace front entry door (to breezeway and rear slider)</i>						
BLDM-2025-0560	Building - Minor 11/20/2025 R-40 Residential - Rura	Alteration / Addition 12/11/2025 \$212.00	Issued 06/12/2026 1	252 Long Hill Rd, Dover 03820 \$17,000.00	Residential	None Yes Justin Corrow	A0051-008000
	<i>Description: Remove 6 windows in the front of the home and install new double hung windows</i>						
	<i>Build pediment roof over garage doors</i>						
BLDM-2025-0558	Building - Minor 11/20/2025 HR Residential - Heritag	Alteration / Addition 12/11/2025 \$245.00	Issued 06/12/2026 240	15 Summer St, Dover, NH \$20,000.00	Residential	None Yes Justin Corrow	12036-000000
	<i>Description: 12x20 Storage shed built and installed by Reeds Ferry Sheds</i>						
BLDG-2025-0129	Building - Major 09/02/2025 CWD Cochecho Waterfr	Alteration / Addition 12/11/2025 \$115,525.00	Issued 07/13/2026 85,000	40 River St, Dover, NH 01/13/2026 \$10,500,000.00	Residential	None Yes Jim Maxfield	22001-007000
	<i>Description: Construct the core and shell of a 5-Story, 43-Unit Multifamily structure with Parking garage.</i>						
BLDM-2025-0536*	Building - Minor 11/06/2025 R-40 Residential - Rura	Alteration / Addition 12/12/2025 \$190.00	Issued 07/06/2026 425	10 Banner Dr, Dover 03820 01/07/2026 \$15,000.00	Residential	None Yes Justin Corrow	H0050-003000
	<i>Description: Finishing of basement</i>						
BLDM-2025-0581	Building - Minor 12/09/2025 C Non-Residential - Co	Alteration / Addition 12/12/2025 \$58.00	Issued 06/13/2026 50	31 Webb Pl, 102, Dover, NH \$3,000.00	Non-Residential	None Yes Justin Corrow	D0002-A00001
	<i>Description: Removal of current jacuzzi tub and replace with new</i>						

PERMITS ISSUED BY WORK CLASS (12/01/2025 TO 12/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDM-2025-0512	Building - Minor 10/20/2025 R-40 Residential - Rura	Alteration / Addition 12/16/2025 \$465.00	Issued 06/17/2026 121	410 Tolend Rd, Dover, NH \$40,000.00	Residential	None Yes Justin Corrow	F0011-001000
Description: Select to provide all carpentry, rough/final plumbing and rough/final electrical services noted above.							
BLDM-2025-0586	Building - Minor 12/10/2025 R-40 Residential - Rura	Alteration / Addition 12/16/2025 \$80.00	Complete 07/13/2026 0	60 Emerald Ln, Dover, NH 01/13/2026 \$5,056.00	Residential	None Yes Jim Maxfield	F0022-A00006
Description: Add precast piers to support additional 6x6 posts and structural beam for deck mounted hot tub.							
BLDM-2025-0579	Building - Minor 12/08/2025 R-12 Residential - Medi	Alteration / Addition 12/16/2025 \$75.00	Issued 06/17/2026 2,000	12 Hartswood Rd, Dover, NH \$14,200.00	Residential	None Yes Justin Corrow	14005-J00000
Description: Asphalt shingle roof replacement. No changes to structure. Removal of existing shingles and replacement with new shingles.							
BLDM-2025-0556	Building - Minor 11/19/2025 R-12 Residential - Medi	Alteration / Addition 12/17/2025 \$190.00	Issued 06/18/2026 300	181 Garrison Rd, Dover 03820 \$15,126.00	Residential	None Yes Justin Corrow	I0082-000000
Description: Relocating interior doorway and removing hallway closet for laundry relocation from basement to first floor. Shortening load bearing wall by installing temporary shoring and installation of beam with king/jack studs. Replacing stairs on loadbearing wall to second story to increase width. Installation of new handrails. Framing in wall for plumbing to be ran to the second story and capped for an addition of a bathroom next year. Replacing 2 windows with energy efficient windows between kitchen and the front three season porch. Replacing drywall and insulation in kitchen area for kitchen remodel. Relocating electrical outlets for work to be done. Applying for additional permits regarding plumbing/ electrical							
BLDM-2025-0580	Building - Minor 12/08/2025 R-12 Residential - Medi	Alteration / Addition 12/17/2025 \$531.00	Issued 06/18/2026 400	12 Longmeadow Rd, Dover, NH \$46,000.00	Residential	None Yes Justin Corrow	17099-000000
Description: Kitchen remodel, replace 2 windows, Install new electric and plumbing in that area							
BLDM-2025-0587	Building - Minor 12/11/2025 HR Residential - Heritag	Alteration / Addition 12/18/2025 \$179.00	Issued 06/19/2026 0	44 Rutland St, Dover, NH \$14,138.00	Residential	None Yes Justin Corrow	12137-000000
Description: Remove and install 5 windows-like sizes. No structural changes							
BLDM-2025-0573	Building - Minor 12/02/2025 R-12 Residential - Medi	Alteration / Addition 12/18/2025 \$685.00	Issued 07/08/2026 440	1101 Cocheco Ct, Dover, NH 01/09/2026 \$60,000.00	Residential	None Yes Justin Corrow	20190-000000
Description: We were contracted to replace the upper and lower decks including hand railings on Building 1. We will maintain egress for the tenants during construction as this building has 8 units, four above and four below.							
BLDM-2025-0593	Building - Minor 12/18/2025 G Gateway District	Alteration / Addition 12/19/2025 \$146.00	Issued 06/20/2026 2,648	56 Rutland St, Dover, NH \$11,432.50	Residential	None Yes Justin Corrow	15058-000000
Description: Insualtion weatherization and Air Sealing							
BLDM-2025-0591	Building - Minor 12/17/2025 R-40 Residential - Rura	Alteration / Addition 12/19/2025 \$113.00	Complete 06/29/2026 912	200 County Farm Cross Rd, Dover 03820 12/31/2025 \$8,000.00	Residential	None Yes	B0020-A00000
Description: Water mitigation. Detach of baseboard trim, removal of laminate flooring							

PERMITS ISSUED BY WORK CLASS (12/01/2025 TO 12/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel	
BLDM-2025-0592	Building - Minor	Alteration / Addition	Issued	11 Wentworth Tr, Dover, NH		None	08035-000000	
	12/17/2025	12/22/2025	06/23/2026			Yes		
	R-20 Residential - Low	\$157.00	20	\$11,855.00	Residential	Justin Corrow		
	Description: REMOVE & REPLACE 1 ENTRY DOORS; LIKE FOR LIKE SIZE; NO STRUCTURAL CHANGES							
BLDM-2025-0596	Building - Minor	Alteration / Addition	Issued	4 Morningside Dr, Dover 03820		None	I0078-B00000	
	12/21/2025	12/23/2025	07/13/2026	01/12/2026		Yes		
	R-12 Residential - Medi	\$58.00	113	\$3,000.00	Residential	Justin Corrow		
	Description: Home office in back portion of attached garage.							
BLDM-2025-0569	Building - Minor	Alteration / Addition	Issued	19 Weeks Ln, Dover, NH		None	38037-000000	
	12/02/2025	12/23/2025	06/24/2026			Yes		
	C Non-Residential - Cor	\$47.00	934	\$2,500.00	Mixed Use	Justin Corrow		
	Description: Interior tenant-fit renovations to existing office space. Scope includes framing and finishing two new non-load-bearing partition walls to create an additional enclosed office, and installing a new door/opening in an existing non-load-bearing wall. No structural work, no exterior work, and no changes to life-safety systems.							
BLDM-2025-0598	Building - Minor	Alteration / Addition	Issued	835 Central Av, 110, Dover 03820		None	37024-H01000	
	12/24/2025	12/24/2025	07/14/2026	01/15/2026		Yes		
	C Non-Residential - Cor	\$36.00	96	\$1,200.00	Non-Residential	Justin Corrow		
	Description: Add furnace room to second floor suite							
BLDM-2025-0603	Building - Minor	Alteration / Addition	Issued	3 Fairway Dr, Dover, NH		None	N0014-N00000	
	12/30/2025	12/31/2025	07/02/2026			Yes		
	R-40 Residential - Rural	\$300.00	0	\$25,379.00	Residential	Justin Corrow		
	Description: REMOVE & REPLACE 2 WINDOWS; LIKE FOR LIKE SIZE; NO STRUCTURAL CHANGES							
SUBTOTALS FOR ALTERATION / ADDITION:			119,663 Sq Ft	\$11,293,811.50	Residential:	29	PERMITS ISSUED:	36
					Non-Residential:	4		
					Mixed Use:	3		
NEW CONSTRUCTION								
BLDG-2025-0217	Building - Major	New Construction	Issued	725 Central Av, Unit 201, Dover, NH 03820		None	28013-000000	
	11/19/2025	12/01/2025	06/02/2026			No		
	O Office	\$4,626.00	0	\$0.00	Residential	Jim Maxfield		
	Description: Unit 201 Application is to issue individual CO for attached dwelling unit, previously approved with BLDG-2023-0078.							
BLDG-2025-0219	Building - Major	New Construction	Issued	725 Central Av, Unit 103, Dover, NH 03820		None	28013-000000	
	11/19/2025	12/01/2025	06/02/2026			No		
	O Office	\$4,626.00	0	\$0.00	Residential	Jim Maxfield		
	Description: Unit 103 Application is to issue individual CO for attached dwelling unit, previously approved with BLDG-2023-0078.							
BLDG-2025-0218	Building - Major	New Construction	Issued	725 Central Av, Unit 104, Dover, NH 03820		None	28013-000000	
	11/19/2025	12/01/2025	06/02/2026			No		
	O Office	\$4,626.00	0	\$0.00	Residential	Jim Maxfield		
	Description: Unit 104 Application is to issue individual CO for attached dwelling unit, previously approved with BLDG-2023-0078.							

PERMITS ISSUED BY WORK CLASS (12/01/2025 TO 12/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDG-2025-0214	Building - Major 11/19/2025 O Office	New Construction 12/01/2025 \$4,626.00	Issued 06/02/2026 0	725 Central Av, Unit 303, Dover 03820 \$0.00	Residential	None No Jim Maxfield	28013-000000
Description: Unit 303 Application is to issue individual CO for attached dwelling unit, previously approved with BLDG-2023-0078.							
BLDG-2025-0215	Building - Major 11/19/2025 O Office	New Construction 12/01/2025 \$4,626.00	Issued 06/02/2026 0	725 Central Av, Unit 204, Dover 03820 \$0.00	Residential	None No Jim Maxfield	28013-000000
Description: Unit 204 Application is to issue individual CO for attached dwelling unit, previously approved with BLDG-2023-0078.							
BLDG-2025-0216	Building - Major 11/19/2025 O Office	New Construction 12/01/2025 \$4,626.00	Issued 06/02/2026 0	725 Central Av, Unit 202, Dover, NH 03820 \$0.00	Residential	None No Jim Maxfield	28013-000000
Description: Unit 202 Application is to issue individual CO for attached dwelling unit, previously approved with BLDG-2023-0078.							
BLDG-2025-0190	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,781	40 River St, 310, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
Description: Interior fit up for attached 3 bedroom dwelling unit							
BLDG-2025-0170	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,644	40 River St, 202, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
Description: Interior fit up for attached 2 bedroom dwelling unit							
BLDG-2025-0184	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,642	40 River St, 304, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
Description: Interior fit up for attached 3 bedroom dwelling unit							
BLDG-2025-0167	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,781	40 River St, 110, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
Description: Interior fit up for attached 3 bedroom dwelling unit							
BLDG-2025-0166	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,280	40 River St, 109, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
Description: Interior fit up for attached 2 bedroom dwelling unit							
BLDG-2025-0183	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,433	40 River St, 303, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
Description: Interior fit up for attached 2 bedroom dwelling unit							
BLDG-2025-0175	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,244	40 River St, 207, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
Description: Interior fit up for attached 2 bedroom dwelling unit							

PERMITS ISSUED BY WORK CLASS (12/01/2025 TO 12/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDG-2025-0165	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,537	40 River St, 108, Dover \$128,000.00	03820 Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						
BLDG-2025-0172	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,642	40 River St, 204, Dover \$128,000.00	03820 Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 3 bedroom dwelling unit						
BLDG-2025-0192	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,034	40 River St, 401, Dover \$128,000.00	03820 Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						
BLDG-2025-0185	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 946	40 River St, 305, Dover \$128,000.00	03820 Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 1 bedroom dwelling unit						
BLDG-2025-0196	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 946	40 River St, 405, Dover \$128,000.00	03820 Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 1 bedroom dwelling unit						
BLDG-2025-0191	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,433	40 River St, 311, Dover \$128,000.00	03820 Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						
BLDG-2025-0169	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,034	40 River St, 201, Dover \$128,000.00	03820 Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 1 bedroom dwelling unit						
BLDG-2025-0188	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,537	40 River St, 308, Dover \$128,000.00	03820 Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						
BLDG-2025-0182	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,644	40 River St, 302, Dover \$128,000.00	03820 Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						
BLDG-2025-0200	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,537	40 River St, 408, Dover \$128,000.00	03820 Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						

PERMITS ISSUED BY WORK CLASS (12/01/2025 TO 12/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDG-2025-0187	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,244	40 River St, 307, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						
BLDG-2025-0194	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,433	40 River St, 403, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						
BLDG-2025-0177	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,376	40 River St, 209, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						
BLDG-2025-0176	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,537	40 River St, 208, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						
BLDG-2025-0186	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,650	40 River St, 306, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						
BLDG-2025-0159	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,034	40 River St, 101, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for an attached 1 bedroom dwelling unit						
BLDG-2025-0178	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,781	40 River St, 210, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 3 bedroom dwelling unit						
BLDG-2025-0171	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,433	40 River St, 203, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						
BLDG-2025-0160	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,644	40 River St, 102, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for a 2 bedroom attached dwelling unit						
BLDG-2025-0203	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,433	40 River St, 411, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						

PERMITS ISSUED BY WORK CLASS (12/01/2025 TO 12/31/2025)

Permit #	Type <i>Application Date</i> <i>Zone</i>	Workclass <i>Issue Date</i> <i>Fee Total</i>	<i>Expiration</i> <i>Sq Ft</i>	Main Address <i>Last Inspection</i> <i>Valuation</i>	<i>Finaled Date</i> <i>Project Zone</i>	<i>Applied Online</i> <i>Assigned To</i>	Parcel
BLDG-2025-0173	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 946	40 River St, 205, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	<i>Description: Interior fit up for attached 1 bedroom dwelling unit</i>						
BLDG-2025-0201	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,376	40 River St, 409, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	<i>Description: Interior fit up for attached 2 bedroom dwelling unit</i>						
BLDG-2025-0197	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,650	40 River St, 406, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	<i>Description: Interior fit up for attached 2 bedroom dwelling unit</i>						
BLDG-2025-0163	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,650	40 River St, 106, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	<i>Description: Interior fit up for attached 2 bedroom dwelling unit</i>						
BLDG-2025-0168	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,433	40 River St, 111, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	<i>Description: Interior fit up for attached 2 bedroom dwelling unit</i>						
BLDG-2025-0198	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,244	40 River St, 407, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	<i>Description: Interior fit up for attached 2 bedroom dwelling unit</i>						
BLDG-2025-0195	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,642	40 River St, 404, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	<i>Description: Interior fit up for attached 3 bedroom dwelling unit</i>						
BLDG-2025-0162	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,642	40 River St, 104, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	<i>Description: Interior fit up for attached 3 bedroom dwelling unit</i>						
BLDG-2025-0179	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,433	40 River St, 211, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	<i>Description: Interior fit up for attached 2 bedroom dwelling unit</i>						
BLDG-2025-0174	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,650	40 River St, 206, Dover 03820 \$128,000.00	Mixed Use	None Yes Jim Maxfield	22001-007000
	<i>Description: Interior fit up for attached 2 bedroom dwelling unit</i>						

PERMITS ISSUED BY WORK CLASS (12/01/2025 TO 12/31/2025)

Permit #	Type Application Date Zone	Workclass Issue Date Fee Total	Expiration Sq Ft	Main Address Last Inspection Valuation	Finaled Date Project Zone	Applied Online Assigned To	Parcel
BLDG-2025-0161	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,433	40 River St, 103, Dover \$128,000.00	03820 Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						
BLDG-2025-0202	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,781	40 River St, 410, Dover \$128,000.00	03820 Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 3 bedroom dwelling unit						
BLDG-2025-0189	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,376	40 River St, 309, Dover \$128,000.00	03820 Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						
BLDG-2025-0193	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/11/2025 \$6,034.00	Fees Due 06/12/2026 1,644	40 River St, 402, Dover \$128,000.00	03820 Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						
BLDG-2025-0164	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/12/2025 \$6,034.00	Fees Due 06/13/2026 1,244	40 River St, 107, Dover \$128,000.00	03820 Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 2 bedroom dwelling unit						
BLDG-2025-0180	Building - Major 10/28/2025 CWD Cocheco Waterfr	New Construction 12/12/2025 \$6,034.00	Fees Due 06/13/2026 972	40 River St, 301, Dover \$128,000.00	03820 Mixed Use	None Yes Jim Maxfield	22001-007000
	Description: Interior fit up for attached 1 bedroom dwelling unit						
BLDG-2025-0209	Building - Major 11/14/2025 R-40 Residential - Rura	New Construction 12/15/2025 \$15,300.00	Issued 06/16/2026 2,581	11 Fresh Creek Road, Dover, NH \$580,000.00	03820 Residential	None Yes Jim Maxfield	N0013-001006
	Description: Construct a one story single family dwelling with attached two car garage and unfinished basement.						
BLDG-2025-0090	Building - Major 06/10/2025 R-40 Residential - Rura	New Construction 12/18/2025 \$4,403.00	Issued 07/13/2026 1,988	4 Charlotte Drive (Lot 1), Dover, NH \$397,600.00	01/13/2026 Residential	None Yes Jim Maxfield	B0002-000000
	Description: Construct a two story single family dwelling unit with two car attached garage and unfinished basement and attic						
SUBTOTALS FOR NEW CONSTRUCTION:			66,345 Sq Ft	\$6,481,600.00	Residential:	8	PERMITS ISSUED:
					Non-Residential:	0	
					Mixed Use:	43	

PERMITS ISSUED BY WORK CLASS (12/01/2025 TO 12/31/2025)

Permit #	Type	Workclass		Main Address			Parcel
	Application Date	Issue Date	Expiration	Last Inspection	Finaled Date	Applied Online	
	Zone	Fee Total	Sq Ft	Valuation	Project Zone	Assigned To	
			186,008 Sq Ft	\$17,775,411.50	Residential:	37	GRAND TOTAL OF PERMITS:
					Non-Residential:	4	87
					Mixed Use:	46	

City of Dover
FY26 State of NH Aid/Grant Revenue

Aid By Category	July 2025	August 2025	September 2025	October 2025	November 2025	December 2025	January 2026	February 2026	March 2026	April 2026	May 2026	June 2026	
Education													
Adequate Education			\$ 2,023,899.00										
Building Aid				\$ 184,360.00									
School Meals		\$ 36,595.67		\$ 86,184.14		\$ 133,528.20							
Special Education		\$ 175,533.05		\$ 62,392.30	\$ 74,062.55								
Tuition & Transportation		\$ 179,777.41			\$ 479,504.38								
Emergency Relief Funds													
Local Education Improvements	\$ 3,867.60	\$ 48,605.16	\$ 60,175.80	\$ 113,044.47	\$ 129,906.56	\$ 30,719.55							
Adult Education		\$ 36,812.17											
<i>Total Education</i>	\$ 3,867.60	\$ 477,323.46	\$ 2,084,074.80	\$ 445,980.91	\$ 683,473.49	\$ 164,247.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,858,968.01
Environmental													
State Aid Grants - Wastewater					\$ 24,697.00								
SRF - Chapel St. Revine				\$ 9,590.05									
SRF - River St Pump Station													
SRF - Secondary Clarifier			\$ 303,340.77		\$ 1,424,050.53								
SRF - Henry Law Park Stormwater													
Lead Service Line Grants													
Pudding Hill Water Treatment													
Community Trail Land Improvements													
<i>Total Environmental</i>	\$ -	\$ -	\$ 303,340.77	\$ 9,590.05	\$ 1,448,747.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,761,678.35
Other Gen. Funds													
Meals & Rooms Distribution						\$ 3,361,446.01							
InvestNH; HOP Housing Navigator													
InvestNH; HOP Grant Reimbursement													
Household Hazardous Waste Collection				\$ 7,966.00									
SCADA (ARPA)													
Opioid Settlement			\$ 53,074.21										
DRA Railroad Taxes	\$ 3,751.27												
Other	\$ 4,388.00		\$ 5,539.89										
<i>Total Other Gen. Funds</i>	\$ 8,139.27	\$ -	\$ 58,614.10	\$ 7,966.00	\$ -	\$ 3,361,446.01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,436,165.38
Highway Funds													
Highway Block Grants													
Highway Construction Aid													
Municipal Bridge Aid													
<i>Total Highway Funds</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Safety Funds													
Overtime Reimbursemnt													
SOR Reimburse	\$ 90.00												
Safe Streets Grant													
Seabrook Drill Training			\$ 3,375.00										
Highway Safety Grant													
DRE Call Out													
NH Safe Streets													
DHHS - Coalition Support Srvs													
Granite Hammer Grant													
HSGP SWAT													
LETPA Grant			\$ 6,355.70										
FEMA Public Assistance Grant													
<i>Total Public Safety</i>	\$ 90.00	\$ -	\$ 9,730.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,820.70
<i>Grand Total</i>	\$ 12,096.87	\$ 477,323.46	\$ 2,455,760.37	\$ 463,536.96	\$ 2,132,221.02	\$ 3,525,693.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,066,632.44

City of Dover

Revenues of Major Funds October 31, 2025

(General Fund Includes Property Taxes and Education Revenues)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Uncollected</u>
REVENUES								
1000 General Fund								
Taxes	\$ 125,760,522	219,515	2,445,447	2.0%	\$ 123,315,075	\$ -	\$ 123,315,075	98.0%
Licenses & Permits	8,070,506	747,050	2,941,221	36.0%	5,129,285	-	5,129,285	64.0%
Intergovernmental	4,313,864	8,387	216,260	5.0%	4,097,604	-	4,097,604	95.0%
Charges for Services	7,070,119	361,144	1,756,531	25.0%	5,313,588	-	5,313,588	75.0%
Miscellaneous Revenue	3,320,862	12,260	981,669	30.0%	2,339,193	-	2,339,193	70.0%
Education	20,726,158	207,605	2,382,110	11.0%	18,344,048	-	18,344,048	89.0%
Operating Transfers In	566,507	-	-	0.0%	566,507	-	566,507	100.0%
Other Financing Sources	150,200	-	-	0.0%	150,200	-	150,200	100.0%
Sub-total : 1000 General Fund	\$ 169,978,738	1,555,959	10,723,238	6.0%	\$ 159,255,500	\$ -	\$ 159,255,500	94.0%
3213 Parking Activity Fund								
Licenses & Permits	\$ 415,000	16,571	163,415	39.0%	\$ 251,585	\$ -	\$ 251,585	61.0%
Parking Income	1,145,264	83,924	404,668	35.0%	740,596	-	740,596	65.0%
Parking Fines	225,000	27,126	115,052	51.0%	109,948	-	109,948	49.0%
Other Financing Sources	0	-	-	0.0%	-	-	0	0.0%
Sub-total : 3213 Parking Activity Fund	\$ 1,785,264	127,620	683,135	38.0%	\$ 1,102,129	\$ -	\$ 1,102,129	62.0%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 800,377	68,733	266,541	33.0%	\$ 533,836	\$ -	\$ 533,836	67.0%
Operating Transfers In	60,853	3,857	15,427	25.0%	45,426	-	45,426	75.0%
Sub-total : 3381 McConnell Center	\$ 861,230	72,590	281,968	33.0%	\$ 579,262	\$ -	\$ 579,262	67.0%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 458,600	40,645	139,974	31.0%	\$ 318,626	\$ -	\$ 318,626	69.0%
Miscellaneous Revenue	10,000	280	2,950	30.0%	7,050	-	7,050	71.0%
Operating Transfers In	25,000	-	410	2.0%	24,590	-	24,590	98.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 493,600	40,925	143,334	29.0%	\$ 350,266	\$ -	\$ 350,266	71.0%
5300 Water Fund								
Intergovernmental	\$ 2,500	-	-	0.0%	\$ 2,500	\$ -	\$ 2,500	100.0%
Charges for Services	8,153,412	408,647	2,501,695	31.0%	5,651,717	-	5,651,717	69.0%
Miscellaneous Revenue	386,000	8,947	31,716	8.0%	354,284	-	354,284	92.0%
Other Financing Sources	87,500	-	-	0.0%	87,500	-	87,500	100.0%
Sub-total : 5300 Water Fund	\$ 8,629,412	417,593	2,533,412	29.0%	\$ 6,096,000	\$ -	\$ 6,096,000	71.0%
5320 Sewer Fund								
Intergovernmental	\$ 88,088	-	-	0.0%	\$ 88,088	\$ -	\$ 88,088	100.0%
Charges for Services	10,297,912	496,429	2,776,725	27.0%	7,521,187	-	7,521,187	73.0%
Miscellaneous Revenue	70,000	8,231	27,512	39.0%	42,488	-	42,488	61.0%
Other Financing Sources	391,150	-	-	0.0%	391,150	-	391,150	100.0%
Sub-total : 5320 Sewer Fund	\$ 10,847,150	504,659	2,804,236	26.0%	\$ 8,042,914	\$ -	\$ 8,042,914	74.0%
6100 Dovernet Fund								
Charges for Services	\$ 2,053,796	179,978	719,939	35.0%	\$ 1,333,857	-	\$ 1,333,857	65.0%
Miscellaneous Revenue	50,000	-	-	0.0%	50,000	-	50,000	100.0%
Operating Transfers In	-	-	-	0.0%	0	-	0	0.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 6100 Dovernet Fund	\$ 2,103,796	179,978	719,939	34.0%	\$ 1,383,857	\$ -	\$ 1,383,857	66.0%
6310 Fleet Maintenance Fund								
Charges for Services	\$ 1,824,990	67,275	266,388	15.0%	\$ 1,558,602	\$ -	\$ 1,558,602	85.0%
Miscellaneous Revenue	25,000	-	-	0.0%	25,000	-	25,000	100.0%
Operating Transfers In	-	-	-	0.0%	0	-	0	0.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 6310 Fleet Maintenance Fund	\$ 1,849,990	67,275	266,388	14.0%	\$ 1,583,602	\$ -	\$ 1,583,602	86.0%
Total : REVENUES	\$ 196,549,180	2,966,600	18,155,650	9.0%	\$ 178,393,530	\$ -	\$ 178,393,530	91.0%

City of Dover

Revenues of Major Funds
November 30, 2025

(General Fund Includes Property Taxes and Education Revenues)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Uncollected</u>
REVENUES								
1000 General Fund								
Taxes	\$ 125,760,522	68,379	2,513,785	2.0%	\$ 123,246,737	\$ -	\$ 123,246,737	98.0%
Licenses & Permits	8,070,506	530,700	3,449,372	43.0%	4,621,134	-	4,621,134	57.0%
Intergovernmental	4,313,864	6,770	420,404	10.0%	3,893,460	-	3,893,460	90.0%
Charges for Services	7,070,119	658,715	2,974,118	42.0%	4,096,001	-	4,096,001	58.0%
Miscellaneous Revenue	3,320,862	32,151	1,272,916	38.0%	2,047,946	-	2,047,946	62.0%
Education	20,726,158	76,456	4,940,977	24.0%	15,785,181	-	15,785,181	76.0%
Operating Transfers In	566,507	-	-	0.0%	566,507	-	566,507	100.0%
Other Financing Sources	150,200	-	-	0.0%	150,200	-	150,200	100.0%
Sub-total : 1000 General Fund	\$ 169,978,738	1,373,170	15,571,572	9.0%	\$ 154,407,166	\$ -	\$ 154,407,166	91.0%
3213 Parking Activity Fund								
Licenses & Permits	\$ 415,000	20,105	185,202	45.0%	\$ 229,798	\$ -	\$ 229,798	55.0%
Parking Income	1,145,264	73,930	530,604	46.0%	614,660	-	614,660	54.0%
Parking Fines	225,000	32,454	159,697	71.0%	65,303	-	65,303	29.0%
Other Financing Sources	0	-	-	0.0%	-	-	0	0.0%
Sub-total : 3213 Parking Activity Fund	\$ 1,785,264	126,489	875,503	49.0%	\$ 909,761	\$ -	\$ 909,761	51.0%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 800,377	64,302	330,844	41.0%	\$ 469,533	\$ -	\$ 469,533	59.0%
Operating Transfers In	60,853	3,857	19,283	32.0%	41,570	-	41,570	68.0%
Sub-total : 3381 McConnell Center	\$ 861,230	68,159	350,127	41.0%	\$ 511,103	\$ -	\$ 511,103	59.0%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 458,600	18,139	158,113	34.0%	\$ 300,487	\$ -	\$ 300,487	66.0%
Miscellaneous Revenue	10,000	2,240	5,190	52.0%	4,810	-	4,810	48.0%
Operating Transfers In	25,000	-	410	2.0%	24,590	-	24,590	98.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 493,600	20,379	163,713	33.0%	\$ 329,887	\$ -	\$ 329,887	67.0%
5300 Water Fund								
Intergovernmental	\$ 2,500	-	-	0.0%	\$ 2,500	\$ -	\$ 2,500	100.0%
Charges for Services	8,153,412	784,769	3,286,464	40.0%	4,866,948	-	4,866,948	60.0%
Miscellaneous Revenue	386,000	33,294	65,432	17.0%	320,568	-	320,568	83.0%
Other Financing Sources	87,500	-	-	0.0%	87,500	-	87,500	100.0%
Sub-total : 5300 Water Fund	\$ 8,629,412	818,063	3,351,896	39.0%	\$ 5,277,516	\$ -	\$ 5,277,516	61.0%
5320 Sewer Fund								
Intergovernmental	\$ 88,088	-	-	0.0%	\$ 88,088	\$ -	\$ 88,088	100.0%
Charges for Services	10,297,912	835,402	3,612,127	35.0%	6,685,785	-	6,685,785	65.0%
Miscellaneous Revenue	70,000	34,992	62,925	90.0%	7,075	-	7,075	10.0%
Other Financing Sources	391,150	-	-	0.0%	391,150	-	391,150	100.0%
Sub-total : 5320 Sewer Fund	\$ 10,847,150	870,394	3,675,052	34.0%	\$ 7,172,098	\$ -	\$ 7,172,098	66.0%
6100 Dovernet Fund								
Charges for Services	\$ 2,053,796	179,978	899,917	44.0%	\$ 1,153,879	-	\$ 1,153,879	56.0%
Miscellaneous Revenue	50,000	-	25,000	50.0%	25,000	-	25,000	50.0%
Operating Transfers In	-	-	-	0.0%	0	-	0	0.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 6100 Dovernet Fund	\$ 2,103,796	179,978	924,917	44.0%	\$ 1,178,879	\$ -	\$ 1,178,879	56.0%
6310 Fleet Maintenance Fund								
Charges for Services	\$ 1,824,990	62,215	446,304	24.0%	\$ 1,378,686	\$ -	\$ 1,378,686	76.0%
Miscellaneous Revenue	25,000	-	-	0.0%	25,000	-	25,000	100.0%
Operating Transfers In	-	-	-	0.0%	0	-	0	0.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 6310 Fleet Maintenance Fund	\$ 1,849,990	62,215	446,304	24.0%	\$ 1,403,686	\$ -	\$ 1,403,686	76.0%
Total : REVENUES	\$ 196,549,180	3,518,848	25,359,084	13.0%	\$ 171,190,096	\$ -	\$ 171,190,096	87.0%

City of Dover

Revenues of Major Funds December 31, 2025

(General Fund Includes Property Taxes and Education Revenues)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Uncollected</u>
REVENUES								
1000 General Fund								
Taxes	\$ 126,890,025	11,115,735	13,629,515	11.0%	\$ 113,260,510	\$ -	\$ 113,260,510	89.0%
Licenses & Permits	7,970,506	810,431	4,287,152	54.0%	3,683,354	-	3,683,354	46.0%
Intergovernmental	4,462,605	3,361,446	3,781,850	85.0%	680,755	-	680,755	15.0%
Charges for Services	6,970,119	608,446	3,665,455	53.0%	3,304,664	-	3,304,664	47.0%
Miscellaneous Revenue	3,120,862	147,218	1,610,110	52.0%	1,510,752	-	1,510,752	48.0%
Education	20,245,801	148,620	5,570,117	28.0%	14,675,684	-	14,675,684	72.0%
Operating Transfers In	566,507	-	-	0.0%	566,507	-	566,507	100.0%
Other Financing Sources	150,200	-	-	0.0%	150,200	-	150,200	100.0%
Sub-total : 1000 General Fund	\$ 170,376,625	16,191,896	32,544,198	19.0%	\$ 137,832,427	\$ -	\$ 137,832,427	81.0%
3213 Parking Activity Fund								
Licenses & Permits	\$ 415,000	49,394	235,210	57.0%	\$ 179,790	\$ -	\$ 179,790	43.0%
Parking Income	1,145,264	94,616	650,309	57.0%	494,955	-	494,955	43.0%
Parking Fines	225,000	40,348	207,575	92.0%	17,425	-	17,425	8.0%
Other Financing Sources	0	-	-	0.0%	-	-	0	0.0%
Sub-total : 3213 Parking Activity Fund	\$ 1,785,264	184,358	1,093,094	61.0%	\$ 692,170	\$ -	\$ 692,170	39.0%
3381 McConnell Center Fund								
Miscellaneous Revenue	\$ 800,377	65,090	395,934	49.0%	\$ 404,443	\$ -	\$ 404,443	51.0%
Operating Transfers In	60,853	3,857	23,140	38.0%	37,713	-	37,713	62.0%
Sub-total : 3381 McConnell Center	\$ 861,230	68,947	419,074	49.0%	\$ 442,156	\$ -	\$ 442,156	51.0%
3410 Recreation Special Revenue Fund								
Charges for Services	\$ 458,600	19,361	177,594	39.0%	\$ 281,006	\$ -	\$ 281,006	61.0%
Miscellaneous Revenue	10,000	910	6,100	61.0%	3,900	-	3,900	39.0%
Operating Transfers In	25,000	-	410	2.0%	24,590	-	24,590	98.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 493,600	20,271	184,104	37.0%	\$ 309,496	\$ -	\$ 309,496	63.0%
5300 Water Fund								
Intergovernmental	\$ 2,500	-	-	0.0%	\$ 2,500	\$ -	\$ 2,500	100.0%
Charges for Services	8,153,412	893,594	4,230,319	52.0%	3,923,093	-	3,923,093	48.0%
Miscellaneous Revenue	386,000	4,052	369,611	96.0%	16,389	-	16,389	4.0%
Other Financing Sources	87,500	-	-	0.0%	87,500	-	87,500	100.0%
Sub-total : 5300 Water Fund	\$ 8,629,412	897,646	4,599,931	53.0%	\$ 4,029,481	\$ -	\$ 4,029,481	47.0%
5320 Sewer Fund								
Intergovernmental	\$ 88,088	-	13,120	15.0%	\$ 74,968	\$ -	\$ 74,968	85.0%
Charges for Services	10,297,912	884,999	4,538,664	44.0%	5,759,248	-	5,759,248	56.0%
Miscellaneous Revenue	70,000	6,247	69,232	99.0%	768	-	768	1.0%
Other Financing Sources	391,150	-	-	0.0%	391,150	-	391,150	100.0%
Sub-total : 5320 Sewer Fund	\$ 10,847,150	891,245	4,621,016	43.0%	\$ 6,226,134	\$ -	\$ 6,226,134	57.0%
6100 Dovernet Fund								
Charges for Services	\$ 2,053,796	179,978	1,079,896	53.0%	\$ 973,900	-	\$ 973,900	47.0%
Miscellaneous Revenue	50,000	-	25,000	50.0%	25,000	-	25,000	50.0%
Operating Transfers In	-	-	-	0.0%	0	-	0	0.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 6100 Dovernet Fund	\$ 2,103,796	179,978	1,104,896	53.0%	\$ 998,900	\$ -	\$ 998,900	47.0%
6310 Fleet Maintenance Fund								
Charges for Services	\$ 1,824,990	62,975	509,279	28.0%	\$ 1,315,711	\$ -	\$ 1,315,711	72.0%
Miscellaneous Revenue	25,000	-	-	0.0%	25,000	-	25,000	100.0%
Operating Transfers In	-	-	-	0.0%	0	-	0	0.0%
Other Financing Sources	-	-	-	0.0%	0	-	0	0.0%
Sub-total : 6310 Fleet Maintenance Fund	\$ 1,849,990	62,975	509,279	28.0%	\$ 1,340,711	\$ -	\$ 1,340,711	72.0%
Total : REVENUES	\$ 196,947,067	18,497,316	45,075,592	23.0%	\$ 151,871,475	\$ -	\$ 151,871,475	77.0%

City of Dover

Expenditures of Major Funds

October 31, 2025

(General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 701,566	\$ 141,899	\$ 154,203	22.0%	\$ 547,363	\$ 494,824	\$ 52,540	7.5%
Executive	2,632,223	189,272	735,352	28.0	1,896,871	1,330,892	565,978	21.5
Finance	2,977,903	249,983	944,351	32.0	2,033,552	1,583,848	449,703	15.1
Planning	2,565,058	186,907	749,441	29.0	1,815,617	1,203,449	612,168	23.9
Misc General Government	1,438,105	47,299	304,636	21.0	1,133,469	101,429	1,032,040	71.8
Police	12,372,344	987,640	3,880,123	31.0	8,492,221	6,125,166	2,367,055	19.1
Fire & Rescue	13,312,231	1,224,764	4,581,117	34.0	8,731,114	6,668,151	2,062,963	15.5
Community Service Public Works	14,157,251	803,246	2,277,620	16.0	11,879,630	5,137,355	6,742,276	47.6
Recreation	3,376,552	226,259	909,378	27.0	2,467,174	1,367,582	1,099,592	32.6
Public Library	2,001,997	156,919	613,343	31.0	1,388,654	1,109,159	279,495	14.0
Public Welfare	932,035	122,749	254,772	27.0	677,263	239,582	437,681	47.0
Debt Service	6,332,062	36,110	1,014,072	16.0	5,317,990	-	5,317,990	84.0
Other Financing Sources/Uses	4,604,272	-	269,687	6.0	4,334,585	-	4,334,585	94.1
School	90,989,019	7,552,533	19,567,621	22.0	71,421,398	58,846,841	12,574,557	13.8
Intergovernmental	11,694,037	-	-	0.0	11,694,037	11,694,037	-	0.0
Sub-total : 1000 General Fund	\$ 170,086,655	\$ 11,925,581	\$ 36,255,716	21.3%	\$ 133,830,939	\$ 95,902,315	\$ 37,928,624	22.3%
3213 Parking Activity Fund								
Police	\$ 1,785,264	\$ 122,600	\$ 411,339	23.0%	\$ 1,373,925	\$ 546,093	\$ 827,832	46.4%
Sub-total : 3213 Parking Activity Fund	\$ 1,785,264	\$ 122,600	\$ 411,339	23.0%	\$ 1,373,925	\$ 546,093	\$ 827,832	46.4%
3381 McConnell Center Fund								
Recreation	\$ 861,230	\$ 31,273	\$ 126,659	15.0%	\$ 734,571	\$ 250,226	\$ 484,345	56.2%
Sub-total : 3381 McConnell Center Fund	\$ 861,230	\$ 31,273	\$ 126,659	14.7%	\$ 734,571	\$ 250,226	\$ 484,345	56.2%
3410 Recreation Special Revenue Fund								
Recreation	\$ 510,107	\$ 12,777	\$ 129,260	25.0%	\$ 380,847	\$ 43,904	\$ 336,943	66.1%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 510,107	\$ 12,777	\$ 129,260	25.3%	\$ 380,847	\$ 43,904	\$ 336,943	66.1%
5300 Water Fund								
Community Service Public Works	\$ 9,055,462	\$ 383,669	\$ 2,259,052	25.0%	\$ 6,796,410	\$ 1,969,644	\$ 4,826,766	53.3%
Sub-total : 5300 Water Fund	\$ 9,055,462	\$ 383,669	\$ 2,259,052	24.9%	\$ 6,796,410	\$ 1,969,644	\$ 4,826,766	53.3%
5320 Sewer Fund								
Community Service Public Works	\$ 11,124,294	\$ 541,477	\$ 2,567,419	23.0%	\$ 8,556,875	\$ 2,703,952	\$ 5,852,924	52.6%
Sub-total : 5320 Sewer Fund	\$ 11,124,294	\$ 541,477	\$ 2,567,419	23.1%	\$ 8,556,875	\$ 2,703,952	\$ 5,852,924	52.6%
6100 Dovernet Fund								
Executive	\$ 2,746,781	\$ 132,588	\$ 579,114	21.0%	\$ 2,167,667	\$ 1,022,070	\$ 1,145,598	41.7%
Sub-total : 6100 Dovernet Fund	\$ 2,746,781	\$ 132,588	\$ 579,114	21.1%	\$ 2,167,667	\$ 1,022,070	\$ 1,145,598	41.7%
6310 Fleet Maintenance Fund								
Community Service Public Works	\$ 1,970,468	\$ 202,404	\$ 536,943	27.0%	\$ 1,433,525	\$ 674,721	\$ 758,804	38.5%
Sub-total : 6310 Fleet Maintenance Fund	\$ 1,970,468	\$ 202,404	\$ 536,943	27.2%	\$ 1,433,525	\$ 674,721	\$ 758,804	38.5%
Total : EXPENDITURES	\$ 198,140,261	\$ 13,352,369	\$ 42,865,502	21.6%	\$ 155,274,759	\$ 103,112,923	\$ 52,161,836	26.3%

City of Dover

Expenditures of Major Funds

November 30, 2025

(General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 701,566	\$ 5,086	\$ 166,877	24.0%	\$ 534,689	\$ 495,125	\$ 39,564	5.6%
Executive	2,632,223	179,043	931,441	35.0	1,700,782	1,184,295	516,487	19.6
Finance	2,977,903	220,560	1,184,898	40.0	1,793,006	1,381,763	411,242	13.8
Planning	2,565,058	158,799	922,517	36.0	1,642,541	1,083,142	559,400	21.8
Misc General Government	1,438,105	168,325	570,030	40.0	868,075	61,738	806,337	56.1
Police	12,372,344	857,919	4,827,132	39.0	7,545,212	5,427,322	2,117,890	17.1
Fire & Rescue	13,372,231	1,057,706	5,669,270	42.0	7,702,961	6,112,362	1,590,599	11.9
Community Service Public Works	14,049,334	771,855	3,029,449	22.0	11,019,885	4,678,140	6,341,745	45.1
Recreation	3,376,552	251,036	1,169,941	35.0	2,206,611	1,198,480	1,008,130	29.9
Public Library	2,001,997	137,119	760,891	38.0	1,241,106	989,716	251,390	12.6
Public Welfare	932,035	38,537	298,291	32.0	633,744	207,051	426,693	45.8
Debt Service	6,272,062	95,322	1,085,781	17.0	5,186,281	-	5,186,281	82.7
Other Financing Sources/Uses	4,604,272	134,844	674,218	15.0	3,930,055	-	3,930,055	85.4
School	90,989,019	6,360,739	25,927,495	28.0	65,061,524	53,364,826	11,696,698	12.9
Intergovernmental	11,694,037	-	-	0.0	11,694,037	11,848,376	(154,339)	(1.3)
Sub-total : 1000 General Fund	\$ 169,978,738	\$ 10,436,890	\$ 47,218,230	27.8%	\$ 122,760,508	\$ 88,032,338	\$ 34,728,170	20.4%
3213 Parking Activity Fund								
Police	\$ 1,785,264	\$ 82,680	\$ 523,550	29.0%	\$ 1,261,714	\$ 435,674	\$ 826,039	46.3%
Sub-total : 3213 Parking Activity Fund	\$ 1,785,264	\$ 82,680	\$ 523,550	29.3%	\$ 1,261,714	\$ 435,674	\$ 826,039	46.3%
3381 McConnell Center Fund								
Recreation	\$ 861,230	\$ 37,041	\$ 157,725	18.0%	\$ 703,505	\$ 226,735	\$ 476,770	55.4%
Sub-total : 3381 McConnell Center Fund	\$ 861,230	\$ 37,041	\$ 157,725	18.3%	\$ 703,505	\$ 226,735	\$ 476,770	55.4%
3410 Recreation Special Revenue Fund								
Recreation	\$ 510,107	\$ 12,239	\$ 146,522	29.0%	\$ 363,585	\$ 39,668	\$ 323,917	63.5%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 510,107	\$ 12,239	\$ 146,522	28.7%	\$ 363,585	\$ 39,668	\$ 323,917	63.5%
5300 Water Fund								
Community Service Public Works	\$ 9,055,462	\$ 645,795	\$ 3,038,746	34.0%	\$ 6,016,717	\$ 1,868,176	\$ 4,148,540	45.8%
Sub-total : 5300 Water Fund	\$ 9,055,462	\$ 645,795	\$ 3,038,746	33.6%	\$ 6,016,717	\$ 1,868,176	\$ 4,148,540	45.8%
5320 Sewer Fund								
Community Service Public Works	\$ 11,124,294	\$ 623,008	\$ 3,348,557	30.0%	\$ 7,775,737	\$ 2,486,295	\$ 5,289,442	47.5%
Sub-total : 5320 Sewer Fund	\$ 11,124,294	\$ 623,008	\$ 3,348,557	30.1%	\$ 7,775,737	\$ 2,486,295	\$ 5,289,442	47.5%
6100 Dovernet Fund								
Executive	\$ 2,746,781	\$ 146,764	\$ 709,695	26.0%	\$ 2,037,086	\$ 966,501	\$ 1,070,586	39.0%
Sub-total : 6100 Dovernet Fund	\$ 2,746,781	\$ 146,764	\$ 709,695	25.8%	\$ 2,037,086	\$ 966,501	\$ 1,070,586	39.0%
6310 Fleet Maintenance Fund								
Community Service Public Works	\$ 1,970,468	\$ 124,659	\$ 673,322	34.0%	\$ 1,297,146	\$ 610,264	\$ 686,882	34.9%
Sub-total : 6310 Fleet Maintenance Fund	\$ 1,970,468	\$ 124,659	\$ 673,322	34.2%	\$ 1,297,146	\$ 610,264	\$ 686,882	34.9%
Total : EXPENDITURES	\$ 198,032,344	\$ 12,109,075	\$ 55,816,347	28.2%	\$ 142,215,998	\$ 94,665,652	\$ 47,550,346	24.0%

City of Dover

Expenditures of Major Funds

December 31, 2025

(General Fund Includes County, School and Debt Service)

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
EXPENDITURES								
1000 General Fund								
City Council	\$ 701,566	\$ 14,371	\$ 181,254	26.0%	\$ 520,312	\$ 482,893	\$ 37,419	5.3%
Executive	2,632,223	214,029	1,146,401	44.0	1,485,822	991,184	494,638	18.8
Finance	2,977,903	299,416	1,489,614	50.0	1,488,289	1,149,910	338,379	11.4
Planning	2,565,058	198,070	1,124,876	44.0	1,440,182	896,651	543,531	21.2
Misc General Government	1,681,653	75,656	645,687	38.0	1,035,966	48,976	986,990	58.7
Police	12,372,344	1,140,359	5,968,060	48.0	6,404,284	4,610,639	1,793,645	14.5
Fire & Rescue	13,372,231	1,746,649	7,416,011	55.0	5,956,220	4,783,612	1,172,608	8.8
Community Service Public Works	14,157,251	869,684	3,902,905	28.0	10,254,346	4,172,967	6,081,379	43.0
Recreation	3,376,552	271,069	1,441,271	43.0	1,935,281	1,019,443	915,839	27.1
Public Library	2,001,997	175,535	936,662	47.0	1,065,335	874,013	191,322	9.6
Public Welfare	932,035	47,233	345,557	37.0	586,478	178,287	408,190	43.8
Debt Service	6,272,062	-	1,119,016	18.0	5,153,046	-	5,153,046	82.2
Other Financing Sources/Uses	4,604,272	134,844	809,061	18.0	3,795,211	-	3,795,211	82.4
School	90,989,019	6,530,208	32,460,372	36.0	58,528,647	47,460,788	11,067,858	12.2
Intergovernmental	11,848,376	11,848,376	11,848,376	100.0	-	-	-	0.0
Sub-total : 1000 General Fund	\$ 170,484,542	\$ 23,565,499	\$ 70,835,122	41.5%	\$ 99,649,419	\$ 66,669,365	\$ 32,980,054	19.3%
3213 Parking Activity Fund								
Police	\$ 1,785,264	\$ 120,306	\$ 656,925	37.0%	\$ 1,128,339	\$ 404,051	\$ 724,288	40.6%
Sub-total : 3213 Parking Activity Fund	\$ 1,785,264	\$ 120,306	\$ 656,925	36.8%	\$ 1,128,339	\$ 404,051	\$ 724,288	40.6%
3381 McConnell Center Fund								
Recreation	\$ 861,230	\$ 38,228	\$ 195,953	23.0%	\$ 665,277	\$ 367,154	\$ 298,123	34.6%
Sub-total : 3381 McConnell Center Fund	\$ 861,230	\$ 38,228	\$ 195,953	22.8%	\$ 665,277	\$ 367,154	\$ 298,123	34.6%
3410 Recreation Special Revenue Fund								
Recreation	\$ 510,107	\$ 15,944	\$ 162,466	32.0%	\$ 347,641	\$ 26,347	\$ 321,294	63.0%
Sub-total : 3410 Recreation Special Revenue Fund	\$ 510,107	\$ 15,944	\$ 162,466	31.8%	\$ 347,641	\$ 26,347	\$ 321,294	63.0%
5300 Water Fund								
Community Service Public Works	\$ 9,055,462	\$ 622,923	\$ 3,480,030	38.0%	\$ 5,575,432	\$ 1,785,663	\$ 3,789,769	41.9%
Sub-total : 5300 Water Fund	\$ 9,055,462	\$ 622,923	\$ 3,480,030	38.4%	\$ 5,575,432	\$ 1,785,663	\$ 3,789,769	41.9%
5320 Sewer Fund								
Community Service Public Works	\$ 11,124,294	\$ 737,249	\$ 4,093,836	37.0%	\$ 7,030,458	\$ 2,173,531	\$ 4,856,927	43.7%
Sub-total : 5320 Sewer Fund	\$ 11,124,294	\$ 737,249	\$ 4,093,836	36.8%	\$ 7,030,458	\$ 2,173,531	\$ 4,856,927	43.7%
6100 Dovernet Fund								
Executive	\$ 2,746,781	\$ 167,397	\$ 877,228	32.0%	\$ 1,869,553	\$ 975,736	\$ 893,817	32.5%
Sub-total : 6100 Dovernet Fund	\$ 2,746,781	\$ 167,397	\$ 877,228	31.9%	\$ 1,869,553	\$ 975,736	\$ 893,817	32.5%
6310 Fleet Maintenance Fund								
Community Service Public Works	\$ 1,970,468	\$ 116,584	\$ 786,044	40.0%	\$ 1,184,424	\$ 508,917	\$ 675,507	34.3%
Sub-total : 6310 Fleet Maintenance Fund	\$ 1,970,468	\$ 116,584	\$ 786,044	39.9%	\$ 1,184,424	\$ 508,917	\$ 675,507	34.3%
Total : EXPENDITURES	\$ 198,538,148	\$ 25,384,129	\$ 81,087,604	40.8%	\$ 117,450,544	\$ 72,910,765	\$ 44,539,779	22.4%

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) October 31, 2025

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenues	1,140,085	94,995	268,983	23.6	871,102	0	871,102	76.4
Expenditures	1,423,164	108,117	374,330	26.3	1,048,834	573,769	475,066	33.4
Debt Service								
Principal	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-
	<u>(283,079)</u>	<u>(13,122)</u>	<u>(105,347)</u>	<u>(2.7)</u>	<u>(177,732)</u>	<u>(573,769)</u>	<u>396,036</u>	<u>43.0</u>

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) November 30, 2025

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenues	1,140,085	189,381	459,691	40.3	680,394	0	680,394	59.7
Expenditures	1,423,164	117,276	496,661	34.9	926,503	494,180	432,323	30.4
Debt Service								
Principal	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-
	<u>(283,079)</u>	<u>72,104</u>	<u>(36,971)</u>	<u>5.4</u>	<u>(246,108)</u>	<u>(494,180)</u>	<u>248,071</u>	<u>29.3</u>

City of Dover

Arena - General Fund Revenue & Expenditure Report (Including Arena Debt Service attributed to the General Fund) December 31, 2025

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>% Year To Date</u>	<u>Budget Balance</u>	<u>Encumbrance</u>	<u>Budget Available</u>	<u>% Available</u>
Revenues	1,140,085	168,836	628,527	55.1	511,558	0	511,558	44.9
Expenditures	1,423,164	124,763	621,441	43.7	801,723	420,763	380,960	26.8
Debt Service								
Principal	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-
	<u>(283,079)</u>	<u>44,073</u>	<u>7,086</u>	<u>11.5</u>	<u>(290,165)</u>	<u>(420,763)</u>	<u>130,598</u>	<u>18.1</u>

CITY COUNCIL GOALS

2024-2025



How the City of Dover Management Team & employees supported City Council goals in:

October, November & December 2025

GOAL 1: OUR CITY HAS DIVERSE HOUSING

The following objectives support a Dover which has housing that is attainable and available.

- Continue actions which promote and incentivize diverse and resilient housing options in Dover.
- Educate the public on growth rates and how the City is working to accommodate those rates, rather than discourage them.
- Review land use regulations to promote density in appropriate locations and context, and ensure fees do not hinder growth.
- Utilize Public Private Partnerships to enhance the City's ability to meet these goals and participate in developments.
- Understand housing needs and impediments to affordable housing by analyzing data and trends as well as anecdotes.
- Integrate options for income indexed, market rate and other diverse housing formats into the community as a whole.

Assistant City Planner Galloway-Burke attended the Workforce Housing Coalition of the Greater Seacoast's Spring Policy Session, which featured legislators and policy experts discussing housing-related legislation from the 2025 State Legislative Session.

Dover was one of 16 communities across the country selected to participate in Housing Supply Accelerator Challenge. A nationwide network launched by the National League of Cities (NLC) and the American Planning Association (APA), the Housing Supply Accelerator Challenge is designed to accelerate the implementation of proven and innovative housing strategies and expand the supply of housing in communities across the country.

Assistant City Planner Abby Galloway-Burke attended New Hampshire Housing's 2025 Housing & Economy Conference on Oct. 16, joining housing leaders, community innovators, and policymakers from across the state. These statewide discussions help Dover learn from successful strategies in other communities and bring forward ideas to support local housing, economic development, and connectivity goals.

GOAL 2: OUR CITY IS CIVICALLY ENGAGED

The following objectives ensure that the public is part of the community's governance and has multiple channels to provide feedback.

- Communicate in a manner which will meet people where they are, in content, communication style and format.
 - Reboot the City of Dover website to be more collaborative, accessible and informative.
 - Increase public engagement through innovative and diverse citizen feedback options.
 - Create topic based symposiums for the public on areas affecting the community.
 - View all customer interactions as an opportunity to communicate with the public.
-

City Planner Bassegio recorded episodes of the Dover Download podcast in October, November, and December to cover each month's land use board meetings, including zoning board decisions, Arts Commission projects, Conservation Commission endorsements, and Planning Board approvals.

Resilience Coordinator Merchant recorded a Dover Download podcast episode in November about the Energy Savings Performance Contract with EEI. Merchant recorded another podcast about the changing CPCNH rate.

The second 2-hour Parents and Community Together (PACT) session for the parents of 5th grade DARE students were held twice in December on the 8th and the 10th. One session was held in person at the McConnell Center and there were 8 in attendance. The second session was broadcast on Zoom and had 22 in attendance, totaling 30 parents reached. Youth to Youth students presented an updated version of Pop Culture Influences on Substance Use and High-Risk Products presentation. Additionally, at this session, Prevention Programmer Bridget Ryan, Officer Jonathan Palmer, and Officer Luis Berdecia gave an in-depth presentation on social media safety to parents with topics covering online social media sales of illicit substances, online enticement, online resources for parents, and safety tips to keep youth safe online.

GOAL 3: OUR CITY IS RESILIENT

The following objectives ensure the City's social, built and natural infrastructure is designed to evolve and support community needs.

- Implement Citywide resilience plan into City and School programs and policies.
 - Develop infrastructure improvements which adapt to climate change needs.
 - Develop waterfront in an environmentally friendly manner.
 - Implement options for reducing food waste.
 - Develop community incentive program to address stormwater/flooding resilience.
 - Implement updates to procurement policies so the City is a leader in a circular economy.
-

Community Services staff continuously work to improve winter maintenance practices in ways that protect both public safety and the environment. Dover CS staff attend the annual New Hampshire salt symposium to stay current on best practices and emerging research related to snow and ice management. In addition, in the past year, Dover's Community Services workforce became Green SnowPro certified as a unit through training conducted at City their Mast Road facility. This certification focuses on techniques to reduce salt usage while maintaining roadway and sidewalk safety, helping to protect water quality, infrastructure, and public assets.

The Dover Community Services Department, in collaboration with the Library Department, is pleased to report significant interior progress on the library renovation project over the past month. Following the successful completion of the building's exterior envelope and site paving, construction has moved into the final finishing stages. On the second and third floors, drywall installation is now complete, and walls have received their final coats of finish paint. The floors have also seen the installation of Acoustic Ceiling Tiles (ACT), and crews have transitioned into the final phase of mechanical work, beginning the installation of plumbing, electrical, and HVAC finishes such as lighting fixtures and air grilles.

In the historic portion of the building, preservation efforts have reached an exciting milestone in the basement. The historical stacks have now been painted, marking a major step in preparing this unique structural feature for its new life as the children's book maze. This transformation honors the building's architectural heritage while creating an engaging, modern space for the community's youngest readers.

The River Street Pump Station has received significant upgrades to enhance operational efficiency and site integrity. Crucially, VFDs have been successfully installed on both Pump 1 and Pump 2, a modernization step that provides greater control, improved energy efficiency, and reduced wear on the equipment. The project is nearing completion which is scheduled for 2026

Assistant City Planner Edgecomb staffed the Conservation Commission on October 14th, November 10th, and December 8th where they reviewed local Conditional Use Permits for impacts to the Conservation District, NHDES wetlands application update letters, and discussed potential for a Technical Review Committee designee and alternate.

Resilience Coordinator Merchant staffed the Energy Commission meeting on October 15th where the commission discussed the Wastewater Treatment Facility (WWTF) solar project and Energy Tips from the Energy Commission for the Dover Download.

Resilience Coordinator Merchant staffed the Energy Commission meeting on November 19th where the commission discussed updates to the Energy Savings Performance Contract project, CPACE (Commercial Property Assessed Clean Energy), and the WWTF solar project.

Resilience Coordinator Merchant staffed the Energy Commission meeting on December 17th where the commission discussed the new CPCNH rates and a new Weatherize Dover campaign. Resilience Coordinator Merchant, in conjunction with the Energy Commission, continued to release bi-weekly Energy Tips in the Dover Download focused on relevant energy efficiency topics.

Resilience Coordinator Merchant continued to revise the City's Resilience Plan and draft updates.

GOAL 4: OUR CITY IS SAFE AND INVITING

The following objectives ensure that the City's infrastructure and environment is welcoming.

- Continue to review and improve roadway safety concerns, based upon analytical data not anecdotal data and communicate the resulting decisions.
 - Embrace opportunities to bring advocates for accessibility to the table to discuss infrastructure improvements.
 - Systematically collect and analyze data to better understand accident trends and proactively make improvements.
-

Community Services staff reviews recent pavement and sidewalk condition assessments throughout the year to prioritize repairs, coordinate capital improvement projects, and plan maintenance activities that directly affect winter operations.

Poor pavement conditions, deteriorated sidewalks, uneven surfaces, and failing curb lines not only impact drivers and pedestrians, but significantly increase the difficulty and risk associated with snowplowing and sidewalk clearing. Damaged pavement is more susceptible to plow blade strikes, accelerated deterioration during freeze-thaw cycles, and reduced effectiveness of snow and ice control treatments. Similarly, uneven or degraded sidewalks complicate winter clearing efforts and increase the likelihood of ice buildup and pedestrian hazards. As a result, CS crews use these assessment reports not only to improve vehicle and pedestrian safety year-round, but also to strategically plan warm-weather construction and maintenance work that prepares Dover's infrastructure for the demands of an unpredictable, and sometimes unrelenting, New England winter. In this way, winter operations are truly a year-round effort.

The Dover Coalition for Youth, Dover Police Department and Drug Enforcement Administration collaborated to host Drug Take Back Day on October 25, 2025. The event provided the community with an opportunity to safely dispose of unused, unneeded or expired medications. The event resulted in 5 boxes totaling 113.3 pounds of medication being collected.

On November 13 and 24, 2025, Lt. Mitrushi and AnnMarie Cummings from the Records Unit met with University of New Hampshire Professor Andrew MacPherson regarding a traffic study project to determine if Artificial Intelligence (AI) can help with a more efficient approach to address traffic related concerns in the City of Dover. Professor MacPherson and his team have formed an LLC, Grey Box Solutions, that will work with the department by evaluating different data sets.

GOAL 5: OUR CITY IS INCLUSIVE AND WELCOMING

The following objectives support a Dover that is welcoming to all no matter socio economic background.

- Continually recruit volunteers from all areas of the community to ensure the volunteer boards represent the full community.
- Review the mission and purpose for each Board, Committee and Commission for relevancy.
- Update Board, Committee and Commission expectations, for volunteers to understand their role and the need to be inclusive.
- Integrate inclusivity into all aspects of strategic planning and report on progress.
- Develop/curate materials related to promoting inclusivity.
- Continue having the City Council model healthy civic debate in the community.

On October 8, 2025, Deputy Finance Director, Ann Legere attended a webinar titled DEI Mandates & Executive Orders. The presenter was Brian Tipton of Federal Grants Training. Learning Objectives include learn how organizations can balance their values, support their workers, and maintain their grant funding, as well as you will be able to outline the recent Executive Orders and describe their effects on Diversity, Equity, and Inclusion (DEI) efforts.

Staff from Planning, Business Development, Community Services, and the Police Department have worked on a bicycle plan for the city to help ensure better bikeability throughout the city which was presented to the Transportation Advisory Committee. This topic will certainly be discussed further in the future, especially with the Transportation Chapter being the next Master Plan Chapter to be updated and a bid went out in December.

On Thursday, October 23, Dover Public Library's Teen & Information Services Librarian Emily Ainaire attended the annual CLNH-YALS Conference for NH librarians serving children and young adults. Sessions attended included topics such as creating spaces and collections supporting youth mental health, developing a young teen collection in the library, and the NH Video Game Library, and had a keynote presentation by author Jarrett Krosoczka.

GOAL 6: OUR CITY HAS SUSTAINABLE FINANCIAL POLICIES

The following objectives ensure the City's financial health is sustainable and open for all to view and understand.

- Practice transparency in finances and decision making at all levels of governance.
- Enhance the budget process by encouraging school department participation in developing Capital Improvement Programming.
- Enhance adherence to financial discipline to maintain financial stability and affordability for tax payers.

On December 17, 2025 Finance Director Daniel Lynch attended a 1 hour webinar conducted by the NH Insurance Department regarding the recently adopted SB 245 that establishes billing standards for Ground Ambulance services and reimbursement standards for insurance carriers.

On December 10, 2025 the City Council adopted the FY2027 through FY2032 Capital Improvements Plan. In conjunction with approving the CIP Plan, City Council approved FY2027 appropriations of \$4,604,492 for Non-debt (capital reserve) financed CIP Projects. The City Council also approved \$15,657,980 for FY2027 appropriations for debt (bonding) financed CIP projects.

As of October 18th, the Assessing office began working in the City's new CAMA system to update two years of property inspections data. Once the inspections data input is complete a draft report of assessed values will be generated from the new CAMA system to compared to the Tax Year 2025 MS-1 (Report of Assessed Values) submitted to NH Department of Revenue Administration. Once the new CAMA system is reconciled to the TY2025 MS-1 values, the new CAMA system will be the system of record for future tax years' assessing work.

Assistant City Planner Edgecomb attended the LCHIP Grant Announcement event on Tuesday December 9th with acting mayor Bob Carrier and Mayor-elect Dennis Shanahan to accept a grant award amount of \$12,500 for a planning assessment of the 1888 Dover Water Works building.

Assistant City Planner Edgecomb applied for and was granted three different grants for the City of Dover. One from NHDES for treatment of invasive plants at Willand Pond, one for a restoration analysis for the 1888 Water Works Building on Lowell Ave., and one from PREP for a Comprehensive Downtown Ash Tree Plan.

GOAL 7: OUR CITY'S OPPORTUNITIES ARE ACCESSIBLE FOR ALL

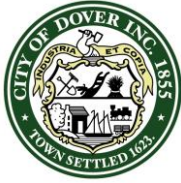
The following objectives support a Dover that has inviting public spaces for all people living in, working in or visiting the City.

- Universal design is incorporated into all infrastructure improvements.
 - Development of the waterfront includes amenities and opportunities for all to enjoy.
 - Enhance access for all to Dover's rivers and trail networks, through additional recreation outlets.
 - Educate the public on the causes of housing insecurity with the goal of destigmatizing homelessness while developing pragmatic solutions to manage the issue.
 - Educate the public and volunteer boards on the effects of mental health and opioid issues in the community.
-

Planning and Media Services staff continued to develop and enhance an electronic "newsletter" for planning related items (with 1,282 subscribers). Six newsletters were sent in October, November, and December. Content included meeting summaries, meeting previews, and various special topics such as information on the Knockout Knotweed and Apple Harvest Day events, the Northern New England Planning Conference, updates on the Community Development Block Grant Program, the New England Municipal Sustainability Network, and a year end review. Readers were also encouraged to respond via Polco to the newsletter surveys.

On October 28, 2025, four Youth to Youth students and two staff members provided a webinar on Administering a Youth Empowerment Program. The webinar was provided free of charge and advertised nationally. The webinar is the first of a series of three being offered this school year. The webinars are intended to support programs that are using our resources, expose others to what Youth to Youth does, and provide our student members with experience presenting their message in an online format. A total of 87 attendees signed on to the webinar.

Dover Youth to Youth student members and staff continue to be a resource for youth empowerment activities in NH and throughout the US. The program's resources, training materials and experienced student trainers are helping many other communities.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Workshop Session**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 7, 2026**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

Mayor Shanahan called the meeting to order at 7:00 pm.

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Deputy Mayor Williams led the pledge of allegiance.

4. ROLL CALL ATTENDANCE

Present: Councilor Richer, Councilor Carmichael, Councilor Retrosi, Councilor Robison, Councilor Cullen, Councilor Granfield, Councilor Veitch, Deputy Mayor Williams, Mayor Shanahan

Also Present: City Manager Joyal, City Attorney Perez, City Clerk Vansylyvong-Bizier

5. PUBLIC FORUM

Taxpayers, Business owners, and Residents are invited to speak on the subject matter of the Workshop. Statements shall be limited to five minutes.

Gary Dickerman, 39 Sandra's Run, commented on the Littleworth Road development project.

Kate Surman, 39 Sandra's Run, commented on the Littleworth Road development project.

6. DISCUSSIONS

A. UPDATE ON PROGRESS OF 9/11 MEMORIAL

The 9/11 Memorial Committee Chair, Robert Carrier and Fire Chief Perry Plummer presented a PowerPoint presentation to the Council on the progress of the 9/11 memorial to be placed in downtown.

B. UPDATE ON ACTIVE PUBLIC PRIVATE PARTNERSHIPS

1. COCHECHO WATERFRONT DEVELOPMENT

Deputy City Manager Parker and Norm Fracassa, Chair of CWDAC, gave an update to the Council on the progress of the Waterfront Development.

2. LITTLEWORTH ROAD DEVELOPMENT

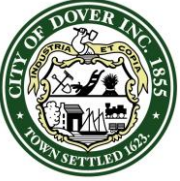
Deputy City Manager Parker and Chad Kageleiry gave an update on the Littleworth Road Development project to the Council.

7. ADJOURNMENT

Councilor Retrosi moved to adjourn, seconded by Councilor Carmichael.

Vote: 8-0.

Meeting adjourned at 9:10 pm.

 CITY OF DOVER	CITY COUNCIL - MINUTES Meeting Type: Non-Public Session Meeting Location: City Hall, City Manager's Office Meeting Date: Wednesday, January 14, 2026 Meeting Time: 6:00 pm
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The City Council will meet in a Public Meeting to enter a Non-public Session to discuss the following topics:

1. The hiring of any person as a public employee.
2. Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.

NOTE: The non-public meeting is not open to the public per RSA 91-A:3 II(b) and RSA 91-A:3 II(c).

Mayor Shanahan called the meeting to order at 6:00pm.

Present: Councilor Carmichael, Councilor Robison, Councilor Granfield, Councilor Veitch, Deputy Mayor Williams, Mayor Shanahan

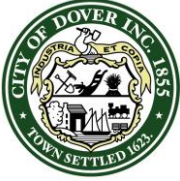
Absent: Councilor Richer (arrived at 6:08pm), Councilor Cullen (excused)

Also Present: City Manager Joyal, Deputy City Manager Parker, Finance Director Lynch, Acting City Attorney Perez, City Clerk Vansylvong-Bizier

Councilor Carmichael moved to go into non-public per RSA 91-A:3 II(b) and RSA 91-A:3 II(c), seconded by Councilor Robison.

VOTING RECORD		
Date of Vote: 1/14/2026	YES	NO
Mayor Dennis Shanahan	X	
Deputy Mayor Lindsey Williams	X	
Councilor S. April Richer, Ward 1	Absent	
Councilor Lucas Veitch, Ward 2	X	
Councilor Anthony Retrosi, Ward 3	Absent	
Councilor Timothy Granfield, Ward 4	X	
Councilor Richard Robison, Ward 5	X	
Councilor Fergus Cullen, Ward 6	Absent	
Councilor Bret Carmichael, At Large	X	
Total Votes:	6	
Motion does pass.		

Non-Public discussion per RSA 91-A:3 II(c)



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Non-Public Session**
Meeting Location: **City Hall, City Manager's Office**
Meeting Date: **Wednesday, January 14, 2026**
Meeting Time: **6:00 pm**

Non-Public discussion per RSA 91-A:3 II(b)

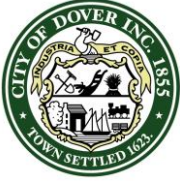
City Manager Joyal informed the Council that Fire Chief Perry Plummer will be retiring at the end of the month and he plans to start recruitment in the coming weeks.

Councilor Granfield moved to come out of non-public, seconded by Deputy Mayor Williams.
Roll Call Vote: 7-0.

VOTING RECORD		
Date of Vote: 1/14/2026	YES	NO
Mayor Dennis Shanahan	X	
Deputy Mayor Lindsey Williams	X	
Councilor S. April Richer, Ward 1	X	
Councilor Lucas Veitch, Ward 2	X	
Councilor Anthony Retrosi, Ward 3	Absent	
Councilor Timothy Granfield, Ward 4	X	
Councilor Richard Robison, Ward 5	X	
Councilor Fergus Cullen, Ward 6	Absent	
Councilor Bret Carmichael, At Large	X	
Total Votes:	7	
Motion does pass.		

Councilor Robison moved to seal the minutes in reference to the RSA 91-A:3 II(c) matter, the section of the minutes that addressed RSA 91-A:3 II(b) can be kept unsealed as the matter will be public knowledge, seconded by Councilor Carmichael.
Roll Call Vote: 7-0.

VOTING RECORD		
Date of Vote: 1/14/2026	YES	NO
Mayor Dennis Shanahan	X	
Deputy Mayor Lindsey Williams	X	
Councilor S. April Richer, Ward 1	X	
Councilor Lucas Veitch, Ward 2	X	
Councilor Anthony Retrosi, Ward 3	Absent	
Councilor Timothy Granfield, Ward 4	X	
Councilor Richard Robison, Ward 5	X	
Councilor Fergus Cullen, Ward 6	Absent	
Councilor Bret Carmichael, At Large	X	
Total Votes:	7	
Motion does pass.		



CITY OF DOVER

CITY COUNCIL - MINUTES

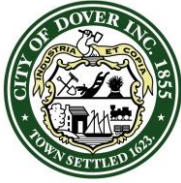
Meeting Type: **Non-Public Session**
Meeting Location: **City Hall, City Manager's Office**
Meeting Date: **Wednesday, January 14, 2026**
Meeting Time: **6:00 pm**

Councilor Granfield moved to adjourn, seconded by Councilor Veitch.

Vote: 7-0.

Meeting adjourned at 6:26pm.

DRAFT



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Special Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 14, 2026**
Meeting Time: **6:30 pm**

1. CALL TO ORDER

Mayor Shanahan called the meeting to order at 6:34pm.

2. MOMENT OF SILENCE

3. PLEDGE OF ALLEGIANCE

Councilor Carmichael led the pledge of allegiance.

4. ROLL CALL ATTENDANCE

Present: Councilor Richer, Councilor Carmichael, Councilor Robison, Councilor Granfield, Councilor Veitch, Deputy Mayor Williams, Mayor Shanahan

Absent: Councilor Cullen (excused – arrived at 7:00pm), Councilor Retrosi (excused)

Also Present: City Manager Joyal, Acting City Attorney Perez, City Clerk Vansylyvong-Bizier

5. PUBLIC FORUM

Taxpayers, Business owners, and Residents are invited to speak on the subject matter of the Special Meeting. Statements shall be limited to five minutes.

Allan Krans, Renaud Ave, spoke in regards to the Council Rules. Mr. Krans brought up items that could be amended or updated in the rules.

Cathy Russell, 303 Washington St, spoke against the edit to the Council Rules that would limit public forum from 5 minutes to 3 minutes.

Matthew Freeman, 3 Whittier St, spoke against the edit to the Council Rules that would limit public forum from 5 minutes to 3 minutes.

Shawn Mickelonis, Regent Dr, spoke against the edit to the Council Rules that would limit public forum from 5 minutes to 3 minutes.

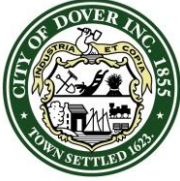
6. NEW BUSINESS

A. PROPOSED AMENDMENTS TO COUNCIL RULES

SPONSORED BY MAYOR SHANAHAN BY REQUEST

The Council went through the proposed changes and came to consensus on what they would like to have in their rules.

Councilor Granfield moved to amend the council rules less the time limit reduction, condensing section E to a single sentence, and a scrivener's error referencing the



CITY OF DOVER

CITY COUNCIL - MINUTES

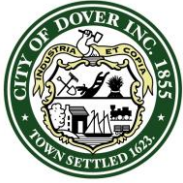
Meeting Type: **Special Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 14, 2026**
Meeting Time: **6:30 pm**

incorrect chapter, seconded by Councilor Carmichael.
Roll Call Vote: 8-0.

7. ADJOURNMENT

Councilor Granfield moved to adjourn, seconded by Councilor Carmichael.
Vote: 8-0.
Meeting adjourned at 7:08pm.

DRAFT



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 14, 2026**
Meeting Time: **7:00 pm**

1. CALL TO ORDER

Mayor Shanahan called the meeting to order at 7:09pm.

2. ~~MOMENT OF SILENCE~~

3. ~~PLEDGE OF ALLEGIANCE~~

4. ROLL CALL ATTENDANCE

Present: Councilor Richer, Councilor Carmichael, Councilor Robison, Councilor Cullen, Councilor Granfield, Councilor Veitch, Deputy Mayor Williams, Mayor Shanahan

Absent: Councilor Retrosi (excused)

Also Present: City Manager Joyal, Acting City Attorney Perez, City Clerk Vansylyvong-Bizier

5. PROCLAMATIONS/AWARDS

6. APPROVAL OF AGENDA

Deputy Mayor Williams moved to approve the agenda, seconded by Councilor Richer.

Vote: 8-0.

7. PUBLIC HEARINGS

8. PUBLIC FORUM

Taxpayers, Business owners, and Residents are invited to speak on any issue pertaining to the business of the City of Dover. Statements shall be limited to five minutes.

Cathy Russell, 303 Washington St, informed the Council about decisions being made at the federal level about wireless towers in cities and towns.

9. CITY MANAGER'S REPORT

City Manager Joyal gave an overview of his report he submitted to the Council in writing.

Deputy Mayor Williams moved to accept the City Manager's report, seconded by Councilor Carmichael.

Vote: 8-0.

10. APPROVAL OF MINUTES

A. December 10, 2025 – Regular Meeting

Deputy Mayor Williams moved to approve the minutes, seconded by Councilor Richer.

Vote: 8-0.

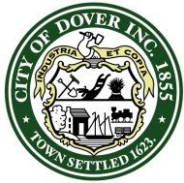
11. MAYOR'S REPORT

Mayor Shanahan gave an overview of the meetings and events he attended over the last few weeks.

Deputy Mayor Williams moved to accept the Mayor's Report, seconded by Councilor Granfield.

Vote: 8-0.

Following the approval of the Consent Calendar, Mayor Shanahan moved to suspend the rules to reopen the Mayor's Report, seconded by Councilor Carmichael



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 14, 2026**
Meeting Time: **7:00 pm**

Mayor Shanahan stated that he omitted an item he needed to include in his Mayor's Report.
Roll Call Vote: 8-0.

Mayor Shanahan nominated Robert C. Carrier to the Cochecho Waterfront Development Advisory Committee as private resident, now that he has stepped down from his ex-officio role.

Deputy Mayor Williams moved to accept the nomination, seconded by Councilor Robison
Vote: 8-0.

12. UNFINISHED BUSINESS

A. ORDINANCES IN THE 2nd READING

B. ORDINANCES IN THE 3RD READING

C. RESOLUTIONS

13. NEW BUSINESS

A. CONSENT CALENDAR

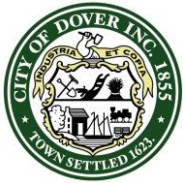
1. **APPROVAL OF LICENSE AGREEMENT FOR AIREY ROW ON CENTRAL, LLC**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
2. **APPROVAL OF GRANITE STATE INDEPENDENT LIVING LEASE AT MCCONNELL CENTER**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
3. **APPROVAL OF REQUEST TO VACATE PERMANENT EASEMENT LETTER TO NH DEPARTMENT OF TRANSPORTATION FOR PROPERTY LOCATED AT 914 CENTRAL AVENUE, DOVER NH**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
4. **AUTHORIZATION TO DISPOSE OF SURPLUS PROPERTY IN EXCHANGE FOR EMS TRAINING WITH FIRE-MED, LLC**
SPONSORED BY MAYOR SHANAHAN BY REQUEST
5. **APPROVAL OF CONVEYANCE OF LAND BETWEEN WEAVE FILTRATION, LLC AND APW PROPERTIES**
SPONSORED BY MAYOR SHANAHAN BY REQUEST

Deputy Mayor Williams moved to approve the Consent Calendar, seconded by Councilor Robison.

Roll Call Vote: 8-0.

COMMITTEE REPORTS

- | | |
|---------------------------------------|---|
| 1. Arts Commission (Robison) | 14. Solid Waste Advisory Committee (Richer) |
| 2. Conservation Commission (Williams) | 15. Transportation Advisory Commission (Cullen) |
| 3. Library Board of Trustees (Richer) | 16. Heritage Commission (Retrosi) |
| 4. Appointments Committee (Williams) | 17. Board of Health (Veitch) |
| 5. Planning Board (Richer) | 18. Downtown TIF Advisory Board (Robison) |
| 6. School Board Liaison (Carmichael) | 19. Cochecho Waterfront Development Advisory Committee (Shanahan) |
| 7. Recreation Advisory (Retrosi) | 20. COAST (Shanahan) |
| 8. Energy Commission (Veitch) | 21. Waterfront TIF Advisory Board (Cullen) |



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 14, 2026**
Meeting Time: **7:00 pm**

- | | |
|--|--|
| 9. Parking Commission (Cullen) | 22. Dover Main Street |
| 10. Legislative Liaison (Shanahan) | 23. Strafford Regional Planning Commission (Williams) |
| 11. Committee for Racial Equity and Inclusion (Carmichael) | 24. Government Affairs (Shanahan) |
| 12. Graffiti Management Advisory Committee (Retrosi) | 25. Cemetery Board (Veitch) |
| 13. Ordinance Committee (Shanahan) | 26. Joint Building Committee – Athletic Complex (Cullen) |
| | 27. Dover Utilities Commission (Carmichael) |

Mayor Shanahan gave an overview of the Legislative Liaison Report to the Council.

Councilor Carmichael gave an overview of the last meeting of the Committee for Racial Equity and Inclusion meeting.

B. RESOLUTIONS

**1. APPROVAL OF FUNDING IN SUPPORT OF A PERMANENT 9/11 MEMORIAL
SPONSORED BY MAYOR SHANAHAN BY REQUEST**

Deputy Mayor Williams moved to approve the resolution, seconded by Councilor Richer.
City Manager Joyal gave an overview of the resolution to the Council.
Roll Call Vote: 8-0.

**2. B14074 CENTRAL AVENUE URBAN CORE (PHASE I) WATER TRANSMISSION
PROJECT-CONSTRUCTION OVERSITE-UNDERWOOD ENGINEERS, INC.
SPONSORED BY MAYOR SHANAHAN BY REQUEST**

Deputy Mayor Williams moved to approve the resolution, seconded by Councilor Richer.
City Manager Joyal gave an overview of the resolution to the Council.
Roll Call Vote: 8-0.

**3. B26018 AWARD OF BID - CENTRAL AVENUE URBAN CORE WATER IMPROVEMENTS
PHASE I TO SUR CONSTRUCTION
SPONSORED BY MAYOR SHANAHAN BY REQUEST**

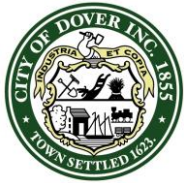
City Manager Joyal gave an overview of the resolution to the Council.
This resolution will be voted on at the January 28th meeting

**4. B25026 ENERGY SAVINGS PERFORMANCE CONTRACTING SERVICES (ESCO)
ENERGY EFFICIENT INVESTMENTS PROJECT PHASE NO. 1 MCCONNELL CENTER
ROOF REPLACEMENT
SPONSORED BY MAYOR SHANAHAN BY REQUEST**

Deputy Mayor Williams moved to approve the resolution, seconded by Councilor Carmichael.
City Manager Joyal gave an overview of the resolution to the Council.
Roll Call Vote: 8-0.

**5. B26007 CRACK REPAIR FOR OUTDOOR ATHLETIC COURTS
SPONSORED BY MAYOR SHANAHAN BY REQUEST**

Deputy Mayor Williams moved to approve the resolution, seconded by Councilor Granfield.
City Manager Joyal gave an overview of the resolution to the Council.
Roll Call Vote: 8-0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 14, 2026**
Meeting Time: **7:00 pm**

- 6. AUTHORIZATION TO ACCEPT AND EXPEND LCHIP PRESERVATION GRANT FOR LOWELL AVENUE HISTORIC PUMP STATION
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING & VOTE ON JANUARY 28, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST**

Deputy Mayor Williams moved to refer the resolution to a public hearing, seconded by Councilor Carmichael.
Vote: 8-0.

- 7. AUTHORIZATION TO ACCEPT AND EXPEND THE NHDES 2026 EXOTIC AQUATIC PLANT CONTROL GRANT
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING & VOTE ON JANUARY 28, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST**

Deputy Mayor Williams moved to refer the resolution to a public hearing, seconded by Councilor Carmichael.
Vote: 8-0.

- 8. AUTHORIZATION TO ACCEPT AND EXPEND THE PISCATAQUA REGION ESTUARIES PARTNERSHIP GRANT FOR ASH ALERT COMPREHENSIVE DOWNTOWN PLAN
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING & VOTE ON JANUARY 28, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST**

Deputy Mayor Williams moved to refer the resolution to a public hearing, seconded by Councilor Robison.

Deputy Mayor Williams disclosed in her professional capacity she is connected to this project on the UNH side but did not participate in any decision making and does not believe this will pose a conflict.
Vote: 8-0.

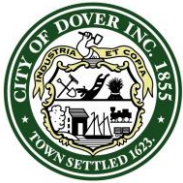
- 9. AMEND FY2026 SCHEDULE OF FEES FOR AMBULANCE SERVICES
(THIS RESOLUTION REQUIRES A 2/3 MAJORITY VOTE)
(TO BE REFERRED TO A PUBLIC HEARING & VOTE ON JANUARY 28, 2026)
SPONSORED BY MAYOR SHANAHAN BY REQUEST**

Deputy Mayor Williams moved to refer the resolution to a public hearing, seconded by Councilor Veitch.
Vote: 8-0.

C. ORDINANCES IN 1ST READING

14. COUNCIL CORRESPONDENCE

Councilor Cullen noted that the Fahey's submitted an email they would like on record. Mayor Shanahan moved to place the correspondence from the Fahey's into the record, seconded by Councilor Carmichael.
Vote: 8-0.



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Regular Meeting**
Meeting Location: **City Hall, Council Chambers**
Meeting Date: **Wednesday, January 14, 2026**
Meeting Time: **7:00 pm**

15. COUNCIL MATTERS OF INTEREST

Councilor Richer informed the Council that the Dover Friends of the Library will be having an event on January 27th featuring Chef Evan Hennessy.

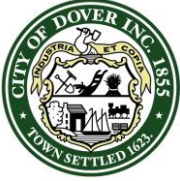
16. ADJOURN

Councilor Robison moved to adjourn, seconded by Councilor Carmichael.

Vote: 8-0.

Meeting adjourned at 7:57pm.

DRAFT



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

Resolution Number: **R - 2026.01.14 - 97**
Resolution Re: B26018 Award of Bid - Central Avenue Urban Core Water Improvements Phase I to SUR Construction

WHEREAS: A sealed Request for Proposal #B26018 was issued and received for the Central Avenue Urban Core Water Improvements Phase I Project on December 18, 2025 at 2:00 p.m; and

WHEREAS: A mandatory prebid was conducted on December 4, 2026 at 10:00 am at City Hall with fifteen vendors attending. The scope of work lists construction of approximately 5700 feet of 16-inch ductile iron water main on Central Ave at the intersection of Broadway to the Garrison Hill Water Storage Reservoir on Abby Sawyer Memorial Drive; and

WHEREAS: Three bid responses were received and reviewed for necessary qualifications, experience, understanding of project scope, approach for completing the work, certification to design, deliver, support and manage proposed solution and the offer deemed most advantageous came from the low bidder SUR Construction, Inc of Rochester NH. The city currently utilizes this vendor for other work throughout the city. It is the recommendation to award project to SUR Construction, Inc in the bid amount of \$6,975,450.00. The City is also seeking approval of a contingency amount of \$400,000.00 for a total project cost of \$7,375,450.00; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The Purchasing Agent is hereby authorized to issue a purchase order to SUR Construction, Inc of Rochester NH in the bid amount of \$6,975,450.00 plus contingency amount of \$400,000.00 for the Central Avenue Urban Core Water Improvements Phase I project. The City Manager, or designee, is hereby authorized to contract with the vendor consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
5300.1.300.43320.4757.03568.22	Central Ave Watermain Replacement	1,752,406.00	1,698,973.75
5300.1.300.43320.4757.03568.26	Central Ave Watermain Replacement	6,812,661.00	6,812,661.00

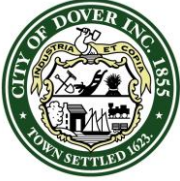
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.1.

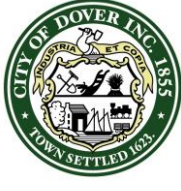
Resolution Number: **R - 2026.01.14 - 97**
Resolution Re: B26018 Award of Bid - Central Avenue Urban Core Water
Improvements Phase I to SUR Construction

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 12.C.1. Resolution Number: R - 2026.01.14 - 97 Resolution Re: B26018 Award of Bid - Central Avenue Urban Core Water Improvements Phase I to SUR Construction
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RESOLUTION BACKGROUND MATERIAL:

The water main replacement project is part of a long-term, phased Capital Improvements Project to replace and upgrade a critical water main along Central Avenue. The existing water main within Central Avenue dates back to the 1880's and has experienced internal corrosion and reduced flow capacity. The proposed work will include the installation of approximately 5,700 linear feet of new 16-inch diameter, ductile iron water main. The work will extend from the existing 4-million-gallon water storage tank on Garrison Hill, with water main coming down Abbey Sawyer Memorial Drive, then heading southerly down Central Avenue, passing beneath the CSX rail line, and connecting to the existing water piping at the intersection of Broadway and Central. To avoid conflicts with other buried utilities, a majority of the new water main piping will be re-installed in the location of the existing main. This will necessitate installing temporary water service to businesses and residents along the impacted area.

Some drainage work is included to improve or modify the existing storm water collection system. Pavement restoration work only assumes a "trench-patch" on the areas of disturbance, with a separate and following pavement overlay likely to occur after all the work has been completed and the trenches are allowed to settle over a full winter season.

The overall projected budget is funded, in part, in the amount of \$3,452,972 covered with acceptance of the EPA CDS grant award approved by council [R-2025.10.08-56](#). Additionally, the City also qualified for additional grant assistance of \$859,689 as part of a State of NH Housing Champions grant approved by council via [R-2025.04.23-62](#), as the project supports additional residential growth within the City.

Bid Information:

A sealed Request for Proposal #B26018 was issued and received for the Central Avenue Urban Core Water Improvements Phase I Project on December 18, 2025 at 2:00 p.m

Award Information:

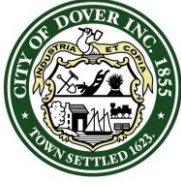
A purchase order will be issued to the vendor selected to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	1074	Number of Responses:	3
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	Oct 2026
Recommended Award to:	SUR Construction Inc	Fund:	CDS and CIP
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed \$25,000 threshold

[B26018 Bid Documents](#)

Document Created by: Purchasing Document Posted on: January 23, 2026 R-2026.01.14 B26018 Award of Bid Central Avenue Urban Core Water Improvements Project Phase I to SUR Construction Page 3 of 3	
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 CITY OF DOVER	CITY OF DOVER - RESOLUTION Agenda Item#: 12.C.2. Resolution Number: R - 2026.01.14 - 100 Resolution Re: Authorization to Accept and Expend LCHIP Preservation Grant for Lowell Avenue Historic Pump Station
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WHEREAS: The NH Land and Community Heritage Investment Program (LCHIP) has awarded the City of Dover Planning and Community Development Department a grant in the amount of \$12,500 to fund a comprehensive building assessment and structural review of the historic pump station located on Lowell Avenue in Dover. The review will help to better understand the structure's condition and the potential feasibility of preserving and readapting the pumping station; and

WHEREAS: The LCHIP is an independent state authority providing matching grants to NH municipalities and non-profits, helping to preserve the state's most important natural, cultural and historic resources and ensure their contribution to the economy, environment, and quality of life in NH. To receive these funds, the City of Dover is required to be provide a \$12,500 match for the grant.

WHEREAS: In adhering to the requirements established by the NHDES and per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to accept and expend unanticipated funds for eligible project costs is needed.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
In accordance with NH RSA 31:95-b, the City Manager is authorized to accept, and expend grant funds allocated to the City of Dover from the NH LCHIP. Any funding awarded is hereby appropriated to the Lowell Avenue Historic Pump Station preservation project for a building assessment. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

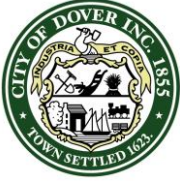
AND, FURTHER BE IT RESOLVED;
In expending funds for eligible costs identified in the grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter V, Purchasing Procedure. The City Manager, or designee, is hereby authorized to contract with the vendor consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing			
Account	Description	Appropriation	Balance
TBD	LCHIP Lowell Ave Historic Pump Station Grant	25,000.00	25,000.00

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.

Document Created by: Finance Document Posted on: January 23, 2026	R-2026.01.14 Authorization to Accept and Expend LCHIP Grant for an Assessment of Lowell Ave Historic Pump Station Page 1 of 2
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.2.

Resolution Number: **R - 2026.01.14 - 100**
Resolution Re: Authorization to Accept and Expend LCHIP Preservation
Grant for Lowell Avenue Historic Pump Station

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

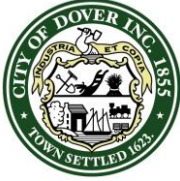
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

The LCHIP grant application is for a Historic Building Assessment with Perseveration Guidelines for the Dover Water Works Building located off of Lowell Ave. This structure was evaluated for historic listing in 2011 and is currently vacant. The LCHIP grant is to assess the structure of the building. If the building can be restored, it could be used for office space/municipal space. The assessment will determine the possibility of renovations. With an awarded amount of \$12,500 from LCHIP and City match of same, a building assessment, structural review, and architect recommendations will be the result of this funding. The total proposed project is estimated in the amount of \$25,000.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2026.01.14 - 101**

Resolution Re: Authorization to Accept and Expend the NHDES 2026
Exotic Aquatic Plant Control Grant

WHEREAS: The City has received notice from the New Hampshire Department of Environmental Services (NHDES) of grant funds for the purpose of funding an exotic aquatic plant control project at Willand Pond; and

WHEREAS: The Grant amount is for up to \$19,535.00 and requires a city match of 50% making the total project amount of up to \$39,070.00. NHDES provided bid requirements and assistance, in conjunction with City bid B26035, and bids were submitted to NHDES from SOLitude. Lake Management, LLC for herbicide treatment \$30,220.00 and Aqualogic for diver assisted suction harvesting \$8,850.00 in the total amount of \$39,070.00; and

WHEREAS: At their meeting of March 11, 2024, the Conservation Committee approved up to \$20,000.00 in funding for the grant match, and noted their support for treatments to avoid any adverse impacts to the pond; and

WHEREAS: In adhering to the requirements established by the NHDES and per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to accept and expend unanticipated funds for eligible project costs is needed.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

In accordance with NH RSA 31:95-b and RSA 21-P:43, the City Manager is authorized to apply for, accept, and expend grant funds allocated to the City of Dover on behalf of the NHDES, and any funding received is hereby appropriated for said purposes. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

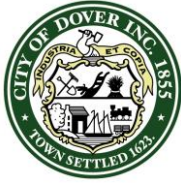
AND, FURTHER BE IT RESOLVED THAT:

In expending funds for eligible costs identified in the grant, the Purchasing Agent is hereby authorized to issue Purchase Orders to both SOLitude Lake Management LLC and Aqualogic in the total amount of \$39,070.00 as set forth in the duties and responsibilities of Dover Code Chapter V, Purchasing Procedure.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing			
Account	Description	Appropriation	Balance
TBD	NHDES Willand Pond Exotic Aquatic Plant Control	39,070.00	39,070.00

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2026.01.14 - 101**

Resolution Re: Authorization to Accept and Expend the NHDES 2026
Exotic Aquatic Plant Control Grant

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier, City Clerk

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

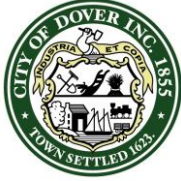
DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Document Created by: Finance
Document Posted on: January 23, 2026

R-2026.01.14 Authorization to Accept and Expend
NHDES 2026 Exotic Aquatic Plant Control Grant
Page 2 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.3.

Resolution Number: **R – 2026.01.14 - 101**

Resolution Re: Authorization to Accept and Expend the NHDES 2026
Exotic Aquatic Plant Control Grant

Willand Pond was the subject of an herbicide treatment in 2011 and the City has a historic long-term Management Plan for the pond. The City is aware of the ongoing milfoil infestation and NHDES offers 50% match grants to assist with removal of the invasive species. Past surveys were done when this was an active project, and NHDES staff surveyed the pond for milfoil last summer. A local neighborhood group reached out to NHDES about growth/spread and NHDES provided bid guidance based on its map and obtained bids from SOLitude Lake Management, LLC for herbicide treatment \$30,220.00 and Aqualogic for diver assisted suction harvesting \$8,850.00 in the total amount of \$39,070.00.

The City Council made a pledge to only use organic pesticides/herbicides with land management (attached). PROcellaCOR is a reduced risk herbicide, and it has been used in drinking water supplies in NH (Alton Bay/Merrymeeting River in Alton, Paugus Bay in Laconia). The NHDES Drinking Water and Ground Water Bureau reviews all permits for use of herbicides when drinking water supplies are involved, and permit applications go through a rigorous review process.

Bid Information:

A sealed Request for Proposal, in conjunction with and approved by NHDES, #B26035 was issued and received for 2026 NH Exotic Aquatic Plant Control on December 15, 2026 at 4:00 p.m

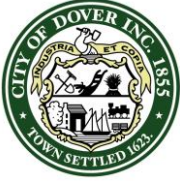
Award Information:

A purchase order will be issued to the vendor selected to authorize future expenditures.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	6	Number of Responses:	4
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	Until completed	Estimated Delivery:	Summer 2026
Recommended Award to:	SOLitude Lake Management & Aqualogic	Fund:	Grant/Conservation Funding
Other Approvals Required:	Yes NHDES	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B26036 Bid Documents](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R - 2026.01.14 - 102**
Resolution Re: Authorization to Accept and Expend the Piscataqua
Region Estuaries Partnership Grant for Ash Alert
Comprehensive Downtown Plan

WHEREAS: The Piscataqua Region Estuaries Partnership (PREP) is a collaborative-driven local organization and National Estuary Program that offers grant funding, process facilitation, collaborative workshop development, and outreach to towns/cities and local organizations to offer scientifically-informed solutions to improve the health of the environment. The City of Dover Planning and Community Development Department has applied for a grant in the amount of \$20,000, with no matching requirement, and was approved by PREP to fund a comprehensive downtown plan to address roughly 80 trees that line the Dover downtown area on Central Avenue that are all affected by the Emerald Ash Borer and must be replaced; and

WHEREAS: With the lack of healthy trees within the area and the lack of canopy over the downtown, the impact to heat and stormwater drainage are a major concern. The goal with this grant is to create a comprehensive plan for replacing the dying ash trees that also addresses the stormwater planning and canopy heat exposure; and

WHEREAS: In adhering to the requirements established by the NHDES and per NH RSA 31:95-b and RSA 21-P:43, authorization by the City Council to accept and expend unanticipated funds for eligible project costs is needed.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

In accordance with NH RSA 31:95-b, the City Manager is authorized to accept, and expend grant funds allocated to the City of Dover from the PREP. Any funding awarded is hereby appropriated to the Ash Alert, Comprehensive Downtown Plan assessment. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

AND, FURTHER BE IT RESOLVED;

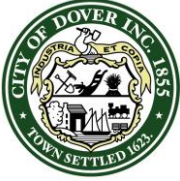
In expending funds for eligible costs identified in the grant, the Purchasing Agent is hereby authorized to issue Purchase Orders as set forth in the duties and responsibilities of Dover Code Chapter V, Purchasing Procedure. The City Manager, or designee, is hereby authorized to contract with the vendor consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
TBD	PREP Ash Alert Comprehensive Downtown Plan	20,000.00	20,000.00

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

Resolution Number: **R - 2026.01.14 - 102**
Resolution Re: Authorization to Accept and Expend the Piscataqua
Region Estuaries Partnership Grant for Ash Alert
Comprehensive Downtown Plan

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

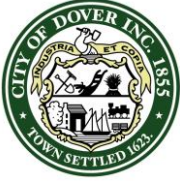
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Document Created by: Finance	R-2026.01.14 Authorization to Accept and Expend PREP
Document Posted on: January 23, 2026	Grant for an Ash Alert Comprehensive Downtown Plan
	Page 2 of 3



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.4.

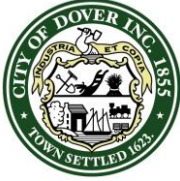
Resolution Number: **R - 2026.01.14 - 102**
Resolution Re: Authorization to Accept and Expend the Piscataqua
Region Estuaries Partnership Grant for Ash Alert
Comprehensive Downtown Plan

The PREP grant funds are being applied with guidance from the Community Services Department and Forestry Management Subcommittee of the Conservation Commission. The funds are also being used in accordance to the City of Dover's Central Business District (CBD) Street Tree Plan, established in 2021. That document can be found here:

<https://www.dover.nh.gov/Assets/government/city-operations/2document/planning/Resilient-Dover-Docs/CBD%20Street%20Tree%20Plan.pdf>

The PREP grant tasks and deliverables include:

- a. Community engagement for input of species and design
- b. Issue a bid solicitation to select an arborist
- c. Have the selected arborist complete an analysis of each tree
- d. Create a list of recommended street trees to be planted
- e. Issue a bid solicitation for a landscape architect
- f. Have the selected landscape architect plan the phasing for tree removal and planting as well as where different species should be planted
- g. Finalize a comprehensive street tree replacement plan



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.5.

Resolution Number: **R – 2026.01.14 - 103**

Resolution Re: Amend FY2026 Schedule of Fees for Ambulance Services

WHEREAS: The City Council adopted the FY2026 City of Dover Schedule of Fees on April 2, 2025, and;

WHEREAS: The New Hampshire Legislature recently enacted new provisions via SB245 to adopt a statewide framework for ambulance service providers' billing practices and insurance carriers' reimbursement practices to eliminate what is known as balance billing; and

WHEREAS: The City, through the Fire & Rescue Department, provides ambulance services to the public and seeks to comply with the provisions of SB245; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The City Council authorizes changes to the Fire & Rescue Department section of the adopted FY2026 Schedule of Fees – Ambulance Service, to reflect amending the rates and fees, effective retroactively to January 1, 2026, as noted in the Resolution Background Material section of this resolution.

NOTE: THIS RESOLUTION REQUIRES A PUBLIC HEARING AND 2/3 MAJORITY VOTE OF COUNCIL.

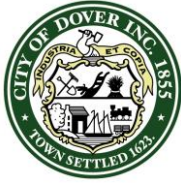
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vanslyvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.5.

Resolution Number: **R – 2026.01.14 - 103**

Resolution Re: Amend FY2026 Schedule of Fees for Ambulance Services

DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

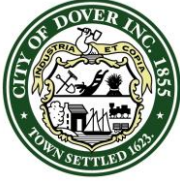
VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Document Created by: Finance
Document Posted on: January 23, 2026

R-2026.01.14 Amend FY2026 Schedule of Fees for Ambulance Services

Page 2 of 4



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.5.

Resolution Number: **R – 2026.01.14 - 103**

Resolution Re: Amend FY2026 Schedule of Fees for Ambulance Services

The State of New Hampshire legislature has enacted a new ground ambulance billing law (SB 245), which takes effect **January 1, 2026**. The purpose of the recently enacted law is to adopt a statewide framework for ground ambulance service providers' billing practices and insurance carriers' reimbursement practices to eliminate what is known as "balance billing" or "surprise billing" for patients transported by ground ambulance services.

Under this law:

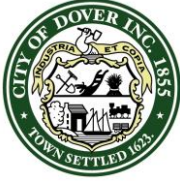
- Patients may no longer be balance-billed for emergency ground ambulance transports.
- Insurance carriers are required to reimburse ambulance providers at a state-mandated minimum rate, initially set at 3.25 times (or 325% of) the Medicare reimbursement rate, unless a different contracted rate exists. Note that Medicare patients still pay the Medicare usual and customary rates.
- Patient responsibility is limited to standard in-network cost sharing (copays, deductibles, etc.).
- Prior authorization for emergency ambulance transport is prohibited.
- A statewide cost study will be conducted to establish long-term reimbursement benchmarks.

The recent change in New Hampshire law directly impacts Dover Fire & Rescue's ambulance billing practices and requires action by the City. This legislation applies to all ground ambulance providers, including municipal fire departments such as Dover Fire & Rescue.

Since insurer reimbursement will now be tied to Medicare-based formulas and balance billing is prohibited, it is essential that the City's Schedule of Fees for Ambulance Services be amended to align with 325% of Medicare usual and customary rates. If the City were not to implement corresponding rate adjustments it will result in the City subsidizing ambulance services and absorbing unrecovered operational costs.

In this resolution is a schedule reflecting the existing and proposed updated ambulance rate schedule reflecting the requirements of the new law. The Fire & Rescue Department estimates the rate adjusts will increase the ambulance billing revenues by 10 - 12%.

While this law provides important protections for patients, it also places increased responsibility on municipalities to ensure ambulance billing structures are current, compliant, and financially sustainable. Updating our rates is a necessary and prudent step to protect the City's EMS system and long-term fiscal health.



CITY OF DOVER

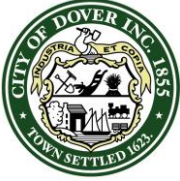
CITY OF DOVER - RESOLUTION

Agenda Item#: 12.C.5.

Resolution Number: **R – 2026.01.14 - 103**

Resolution Re: Amend FY2026 Schedule of Fees for Ambulance Services

SERVICES - FIRE DEPARTMENT	FY26 CURRENT FEES	PROPOSED CHANGE	FY26 PROPOSED FEES
FIRE DEPARTMENT			
AMBULANCE SERVICE: Operating Costs related to various levels of emergency services			
Basic Life Support (BLS): Non-Emergency * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$885.90	Increase \$89.33	\$ 975.23
Basic Life Support (BLS): Emergency * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$885.90	Increase \$674.49	\$ 1,560.39
Advanced Life Support (ALS): Non-Emergency * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$1,644.92	Decrease \$474.63	\$ 1,170.29
Advanced Life Support (ALS1) * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$1,644.92	Increase \$208.04	\$ 1,852.96
Advanced Life Support (ALS2) * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$2,598.98	Increase \$82.92	\$ 2,681.90
Specialty Care Transport * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$2,838.43	Increase \$331.17	\$ 3,169.50
BLS Transport Mileage * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$20.00	Increase \$10.61/per mile	\$30.61 /per mile
ALS Transport Mileage * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$20.00	Increase \$10.61/per mile	\$30.61 /per mile
Specialty Care Transport Mileage * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$20.00	Increase \$10.61/per mile	\$30.61 /per mile
Paramedic/ALS Intercept Service. Flat rate fee billable to the transporting agency. * Per Budget Resolution * Adopted by City Council * Cover operating costs	\$400.00	No Change	\$400.00



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2026.01.28 - 104**
Resolution Re: Approval of Revised Sub-Lease to Bubby's Delicatessen, LLC (Dover Transportation Center)

WHEREAS: Pursuant to R-2023.03.22-046 the City Council authorized the current Sub-Lease Agreement between Bubby's Delicatessen, LLC ("Bubby's") and the City for a portion of the Dover Transportation Center building owned by the City of Dover but located on land leased from Cocheco Mills Holdings, LLC located at 33 Chestnut Street; and

WHEREAS: The City of Dover and Bubby's seek to revise this Sub-Lease Agreement; and

WHEREAS: The original sub-lessor (Bubby's Delicatessen, LLC) has sold and is now named Bubby's Bagels, LLC; and

WHEREAS: The initial term of the revised Sub-Lease Agreement would be for three (3) years beginning in January 2026 with renewal options through 2041.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL:

Provided Cocheco Mills Holdings, LLC also consents to the revised Sub-Lease Agreement, the City Manager is hereby authorized to finalize and sign a revised Sub-Lease Agreement with Bubby's Bagels, LLC for a portion of the Dover Transportation Center located at 33 Chestnut Street.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

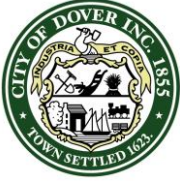
Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.1.

Resolution Number: **R – 2026.01.28 - 104**
Resolution Re: Approval of Revised Sub-Lease to Bubby's Delicatessen, LLC (Dover Transportation Center)

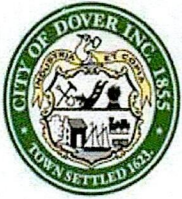
DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

The only change to the Agreement is the name change from Bubby's Delicatessen, LLC to Bubby's Bagels, LLC. The rent is \$600 a month, which increases to \$900 on March 1 and remains that until March 1, 2029. The tenant also pays the utilities associated with the commercial operation and maintains the restroom facilities, and has the building open during the main operational hours of the Downeaster and COAST's services to provide a safe and welcoming space for those waiting to use Dover's transit options.

The current Sub Lease Agreement is attached for reference.



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SUB-LEASE AGREEMENT

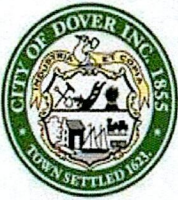
This Revised Sub-Lease Agreement is entered into this 31 day of March, 2023, by and between **Bubby's Delicatessen, LLC d/b/a Bubby's Bagel and Deli**, 411 Cutts Avenue, Portsmouth, NH 03801 corporation (hereinafter called "Lessee") and the **City of Dover**, New Hampshire, of 288 Central Avenue, Dover, County of Strafford and State of New Hampshire (hereinafter referred to as "City") (hereinafter "Lessee" and "City" collectively "the Parties")

1. DESCRIPTION.

The City hereby sub-leases to the Lessee a portion of the Dover Transportation Center building leased by the City of Dover, including access to the two (2) bathrooms, utility / maintenance closet, as shown on the attached **Exhibit A** (hereinafter the "Premises") and located at 33 Chestnut Street, Dover, New Hampshire (hereinafter the "Property"). In conjunction with the use of the Premises, Lessee shall be granted 4 parking permits for use solely by Lessee's employees within the larger parking lot on the Property. The City shall also provide six (6) 15-minute free parking spaces near the Transportation Center which will be open to the public. The cost for the permits shall be contained within the lease rental rate set forth in paragraph 4. The City shall be solely responsible for relocating the so-called "Santa Shack" so that it is at least 100 feet away from the Premises.

Lessee shall have the exclusive right during the Term (hereinafter defined) to sell or otherwise provide food or beverages to consumers within the Dover Transportation Center and platform/track area. The Lessee shall keep the building unlocked and open to the public during its business hours which are typically Wednesday through Friday between 7:00 and 2:00 pm and Saturday and Sunday between 7:00 a.m. and 1:00 p.m. in addition to any other hours the Lessee is open for business. Operating times do not include 2 vacation weeks a year, Federal, State or City holidays, serious weather events, and/or acts of God which may interfere with the daily operation of the Lessee's business and as to which Lessee shall have the sole discretion on days and hours of operation for same. The City may maintain/staff a Dover Transportation Center volunteer booth in the seating area of the Premises in a location shown on Exhibit A. Said volunteers may be available to the general public within the Premises. The City will provide the Lessee with information regarding the City and its transportation services with both parties agreeing that this will be to their mutual benefit. There is no requirement that the volunteer booth be staffed during any particular operational hours during the period the Lessee has the building open. In addition, the City and volunteers will have control of the office/storage and mechanical space shown on Exhibit A as needed, and said space shall only be reconfigured per the City. The Lessee shall be allowed to share space in the storage room for employees' personal items and Lessee's cash safe and/or desk, per Exhibit A.

Acknowledging that the Premises and Property is primarily a Transportation Center, and users of the Premises and Property include transient users, Lessee and the City shall



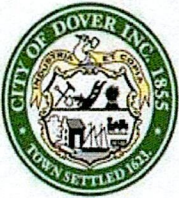
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cooperate, if and only to the extent allowed by law, to move along or remove, as the case is required, loiterers in any portion of the Premises in that both parties agree it is in both their respective interest to prevent individuals from staying in the Premises for extended periods of time, including but not limited to the seating or bathroom area, without utilizing the café or obtaining information from the City in regard to its transportation or other services Lessee shall attend a one-day training on the public transportation systems that are available at the Dover Transportation Center including, but not limited to COAST bus, Wildcat bus, Amtrak Downeaster, and Dover Community Trail, which will be scheduled by the City. The Lessee shall ensure its employees are generally familiar with the operations of theses public transportation systems at the Dover Transportation Center.

Lessee shall have the right at its expense to install one (1) sign on the wire fence on the upper platform for the train and one (1) on the opposite side facing the parking lot for which commuters for the buses congregate. Said signs on the fence shall be directional signs with an arrow pointing to the café and be no greater than 2' long and 1' high. Lessee shall also have the right, on all four sides of the building, to place one (1) sign identifying the café. The look and design of said special and display materials shall be in keeping with the general appearance of the Premises, and shall be professionally created and managed. The Lessee may, at its own expense, purchase and use a temporary A-Frame chalk board sign to display specials on the track/platform area. Lessee shall also have the opportunity to utilize the top panel on the street side of the freestanding sign at the Chestnut Street entrance of the Property with said sign being created at the sole expense of the Lessee. All the above said signs, including the parking signs referred above, shall comply with all municipal ordinances by right and require permits. Banners, and electronic message centers shall not be included in any sign package. The City will support and assist with the expeditious processing of the sign applications.

2. TERM

This Sub-Lease shall commence upon approval by both parties, and supersede and replace the lease which commenced in March of 2019, which prior lease is hereby terminated. The initial term of this Sub-Lease shall endure until March 1st, 2026, (the "initial three (3) year Term"), with three (3) 3-year renewal option periods with each option by the Lessee to be exercised in writing within 90 days of the end of the preceding initial three (3) year Term, all of which collectively shall be referred to as "the Term." The Parties acknowledge the City's right and obligation to sub-lease the Premises to Lessee for the Term is subject to and contingent upon the existence of a primary lease between Cocheco Mills Holdings LLC and the City which, as amended, would have ended on May 31, 2021 ("Cocheco Lease"), though the City has exercised an option to extend for an additional 20-year period. Should the City's lease with Cocheco Mills Holdings, LLC, terminate or be terminated for any reason during the Term, the City reserves the right to terminate this lease after a 360 day written notice.



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3. UTILITIES

The Lessee shall be solely responsible for payment of utilities, including gas, electricity, water, and sewer utilized inside the Premises. The Lessee shall pay the utilities in the amount of \$200 per month which is a flat rate based upon the cost of utilities for February 1, 2022 through February 1, 2023.. The Lessee shall reimburse the City on a monthly basis as part of its rental payment. This value shall be reviewed and updated, with the average cost for the same twelve-month period beginning March 1, 2024. Should the Lessee add equipment that might significantly impact utility usage, the Parties agree to review this provision.

4. RENT

Pursuant to paragraph 3 above, Lessee shall be responsible during the Term of this Lease, including any renewal option periods, to pay the utilities for the Premises.

For the initial 3-year Term of the Lease, the rent shall be \$600.00 per month ("Base Rent"), in addition to utility reimbursement pursuant to paragraph 3 above. Each 3-year renewal thereafter the monthly Base Rent shall increase by \$300.00, in addition to utility reimbursement consistent with paragraph 3 above. By way of example, on March 1, 2026 the Lease Term Base Rent per month shall be \$900.00 plus utilities, and so forth.

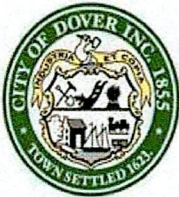
5. IMPROVEMENTS AND REPAIR

The Parties recognize that previously the Lessee made improvements to the Premises, upon receiving written approval from the City, at its sole cost as additional consideration for its rental of same. Both single-occupant bathrooms shall be rendered unisex

Improvements included:

- installation of water and utility lines for café
- installation of cabinetry/counters/demising walls/access doors to prep area including walk-in refrigeration unit
- floor repairs as needed
- painting interior as mutually determined
- necessary IT/security infrastructure to operate business
- equipping the Premises for the operation of the café for benefit of customers and Lessee's employees
- relocating electrical equipment/panels
- building of secondary office/storage for lessee's use if Lessee chooses to build.
-

Attached as **Exhibit B** is an initial plan of the layout of the currently proposed improvements



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in the café area of the Premises. The City shall cooperate with the Lessee's reasonable efforts to maximize efficient use of floorspace and furniture layout within the space to promote the Café use of the space.

The Parties further acknowledge that in consideration of the economic terms of this Lease including rent provisions above, the Lessee did not request the City to pay for any of these improvements for the build-out of the Café, yet it is considered as part of the consideration of the overall Lease Terms including the rent to be paid by the Lessee. Similarly, if the Lessee seeks further improvements, and receives written permission from the City, it may seek to do so at Lessee's sole cost as the City is in no way responsible for the costs of the improvements, modifications, or alterations.

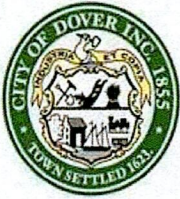
The City will be responsible for the repair of the HVAC, exterior walls, water and sewer lines to the extent they are outside the Premises, structural portions of the building, exterior walls (excluding the Lessee's signs), roof, and parking areas and sidewalks including, but not limited to, snow removal and ice removal as necessary. Nothing within this Lease shall be construed as creating a joint venture between Lessee and the City regarding the operation of that business.

At its sole cost, the City shall have the right to create a means for securing the main space from the bathroom facilities, so that they may be accessed from the exterior by City staff or any entity permitted access. The Lessee shall be consulted in advance of the improvement being made. The Parties agree that ongoing safety and security is important to the successful operation of the building. Furthermore, the Parties agree that Lessee shall have and bear reasonable operation costs. Should the City separate the bathroom facilities, the Parties will jointly monitor the usage and alter any arrangement/use of the bathrooms should vandalism or excessive operating costs result.

6. PERSONAL PROPERTY REMAINING FOLLOWING LEASE TERMINATION

The demising walls and countertops and bathroom improvements shall be considered permanent improvements of the Premises, yet removable tables and seating, as well as all equipment including walk-in refrigeration, shall not be part of the Premises ("Personal Property or Business Trade Fixtures"). To the extent Lessee or its lender does not remove said Personal Property or Business Trade Fixtures from the Premises within 60 days of the termination of the Lease, unless other written arrangements are made between the City and the Lessee, the City may take possession of the personal property subject to the security interest of the Lessee's lender.

Lessee agrees that any and all improvements, modifications, alterations to the Premises, other than Lessee's Personal Property or Business Trade Fixtures, shall, at City's option, be deemed real property and a part of the Premises and property belonging to the City. If City elects to treat any such improvements, modifications, or alterations as City's property, then



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the City has no obligation to reimburse Lessee for all or any portion of the cost or value of any such modifications, alterations or improvements so surrendered to the City. Upon termination of the Lease for any reason, Lessee shall ensure the Premises are tendered back to City broom clean and in a state that is safe, functional, meet existing code-compliance, and not in disrepair or in any need of further repair. City shall have the right to inspect the Premises upon such termination to review and determine compliance. For purposes of this paragraph, all lighting, plumbing, electrical, heating, ventilating and air conditioning fixtures, partitioning, window coverings, wall coverings, and floor coverings previously or hereinafter installed shall be deemed improvements to the Premises and not trade fixtures of the lessee.

7. OPERATION AND MAINTENANCE

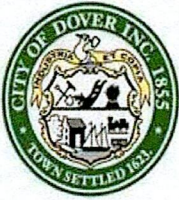
The Premises of this Lease is for the purpose of the operation of a food and beverage service establishment and Lessee, at its own expense, shall maintain and keep the Premises in a sanitary and good working order and condition and remove all waste from the Premises as needed. Food waste shall be placed in a secure container prior to disposal by Lessee. Further, Lessee shall be responsible for placing of all solid waste and recyclables generated on the Premises in outside dumpster on the Property, and shall provide for the emptying of said dumpsters at its cost. The dumpster shall be provided by the City with a lock that the City and Lessee shall have a key. The Lessee shall help keep the surrounding area free from trash and acknowledges keeping the surrounding around outside the premises behooves the business and transportation patrons and therefore is a joint effort between the City, Train Volunteers, and Lessee. The parties will separately negotiate a maintenance agreement or joint memorandum of understanding to address general maintenance obligations of the respective parties.

Lessee shall keep the building including bathrooms open and clean for the public while the Café is open for business. In any event, Lessee shall have access to the building 7 days a week, 24 hours a day.

City shall be responsible for the liability insurance for the two (2) public bathrooms and provide the Lessee with an indemnification and hold harmless agreement in this regard. Public bathrooms shall be cleaned by the Lessee on an as needed basis. The City shall provide paper products as needed.

Lessee shall keep the Premises at no less than 62 degrees Fahrenheit year round and no warmer than 85 degrees Fahrenheit in the summer months.

Lessee shall be responsible for any applicable taxes related to the operation of its business and related to the income generated by the operation of its business.



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8. **ACCESS TO PREMISES**

The City shall have right to enter the Premises during operating hours as well as non-operational hours for emergencies and shall also have access at all times to communication equipment located in one of the currently so-called office/storage closet.

The City has the right to enter the Premises during non-operational hours. The public will have access to the premises, if the City staff or train volunteers are present, if the Lessee is open for business, or if the public is utilizing the vestibule for transportation related purposes. If no one is on the Premises, then the building will remain locked and secured.

9. **UNAVOIDABLE CASUALTY**

In the event of an unavoidable casualty where the Premises or portion of it is destroyed, damages, or deemed unfit for use or occupancy, either Party may terminate this Lease.

10. **SUBLETTING OR ASSIGNMENT**

Lessee shall neither sublet nor assign the Premises or any portion thereof or parking spaces without prior written consent by the City, which shall not be unreasonable withheld.

11. **DEFAULT/EARLY TERMINATION**

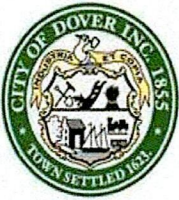
In the event the Lessee fails to perform any of its obligations under this Lease (including not cooperating with the Train Rider Volunteers or the City), and fails to cure any said failure to perform within 30 days after written notice, the City, at its option, may deem the Lessee to be in default and terminate this lease, in addition to any other remedies allowable by law.

12. **INDEMNIFICATION**

Lessee agrees to defend (with counsel acceptable to the City), indemnify and save harmless the City regarding all actions or inactions of Lessee or its agents, employees, contractors, subcontractors, invitees, licensees or other such persons or entities that take place within the leased Premises and the City agrees to indemnify and save harmless the Lessee from all actions or inactions of the City or its agents or volunteers, and/or third parties that take part outside of the leased Premises and/or in the two (2) public restrooms.

13. **INSURANCE**

Lessee shall procure and maintain in force, at its expense and throughout the duration of this lease and any extension, liability and property damage insurance for the Premises to be considered primary coverage. Said insurance to provide at least One Million Dollars per occurrence and Two Million Dollars in the aggregate in liability coverage, and at least Five



288 CENTRAL AVENUE
DOVER, NH 03820
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603.516.6000

Hundred Thousand Dollars per occurrence and in the aggregate in property damage coverage. City has no obligation for any loss to Lessee's personal property. Proof of Insurance shall be supplied to the City at the time of occupancy. City shall be named as an additional insured on the Lessee's insurance policy, which coverage shall apply on a primary and noncontributory basis, and, subject to the dollar amounts specified above, cover City with the same scope of coverage provided to the Lessee under the policy without subjecting City to any different or additional terms, conditions, limitations or exclusions. A condition of the insurance coverage shall be thirty (30) days' notice to City upon cancellation of the policy. The Lessee shall also provide City certificates of renewal for any applicable insurance policy no later than ten (10) business days prior to the expiration of said policy. Additionally, Lessee shall procure and maintain in force, at its expense, during the term workman's compensation insurance for employees, as required under New Hampshire law.

14. LIENS AND ENCUMBRANCES

Lessee shall not create or allow any lien, encumbrance or charge on the Premises or on the rents or income therefrom which may be superior to the City's rights hereunder.

15. PARTIES BOUND

This Lease and any addendums are binding upon the heirs, executors, administrators and assigns of the parties hereto and constitutes the entire Lease between the parties.

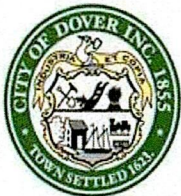
16. NOTICE

Any notice required to be given under this Lease shall be in writing, and shall be deemed properly served if delivered in person, or by overnight mail by a commercially recognized carrier, or on the third (3rd) day after deposit in the United States mail, as certified or registered mail, return receipt requested, postage prepaid, and sent as follows:

If to Lessee, at: **Gregg Schweitzer**
411 Cutts Avenue
Portsmouth, NH 03801

And if to the City, at: City of Dover
288 Central Avenue
Dover, NH 03820
Attention: City Manager

Not foregoing the above requirement for written notice, when the Lessee will be closed for the vacation or serious weather events, and/or acts of God which may interfere with the



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daily operation of the Lessee's business, Lessee shall notify the City in writing, email or verbally to the City Manager or designee. For vacations notice shall be given at least a week prior to closure.

17. **MODIFICATION OF LEASE**

This Lease contains the entire Lease between the parties and shall not be modified in any manner except by an instrument in writing executed by the both parties.

18. **SECTION HEADINGS**

The section headings throughout this instrument are for convenience and reference only, and the words contained herein shall in no way be held to explain, modify or amplify, or aid in the interpretation, construction or meaning of the provisions of the Lease.

19. **SEVERABILITY**

Any determination that any provision of this Lease or any application thereof is invalid, illegal or unenforceable in any respect in any instance shall not affect the validity, legality or enforceability of such provision in any other instance or the validity, legality or enforceability of any other provision of this Lease.

20. **LAWS GOVERNING**

The parties agree that this Lease has been entered into in the State of New Hampshire and that the laws of the State of New Hampshire will govern all disputes under this Lease and determine all rights hereunder.

21. **TAXES**

Pursuant to RSA 72:23, I, Lessee agrees to pay all properly assessed current and potential real and personal property taxes on the Premises no later than the due date. Lessee is obligated by the foregoing to pay real and personal property taxes on structures or improvements added by the lessee. Failure of the Lessee to pay the duly assessed personal and real estate taxes when due shall be cause to terminate said lease by the City.

22. **MERGER**

This Lease contains all terms and conditions agreed upon by the parties hereto and no other agreements or representations, oral or otherwise, regarding the subject matter of this Lease shall be deemed to exist, provided, however, that any subsequent modifications or agreements affecting this Lease shall be in writing and signed by the parties hereto.



268 CENTRAL AVENUE
DOVER, NH 03820
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603.516.6000

IN WITNESS WHEREOF, the parties have hereunto executed this Lease this 31 day
of March 2023.

**Bubby's Delicatessen, LLC d/b/a
Bubby's Bagel and Deli**

Patricia Minelli
Witness

By: [Signature]
Gregg Schwentzer, Mgr. Mbr.

The City of Dover

By: [Signature]
J. Michael Joyal, Jr., City Manager

[Signature]
Witness

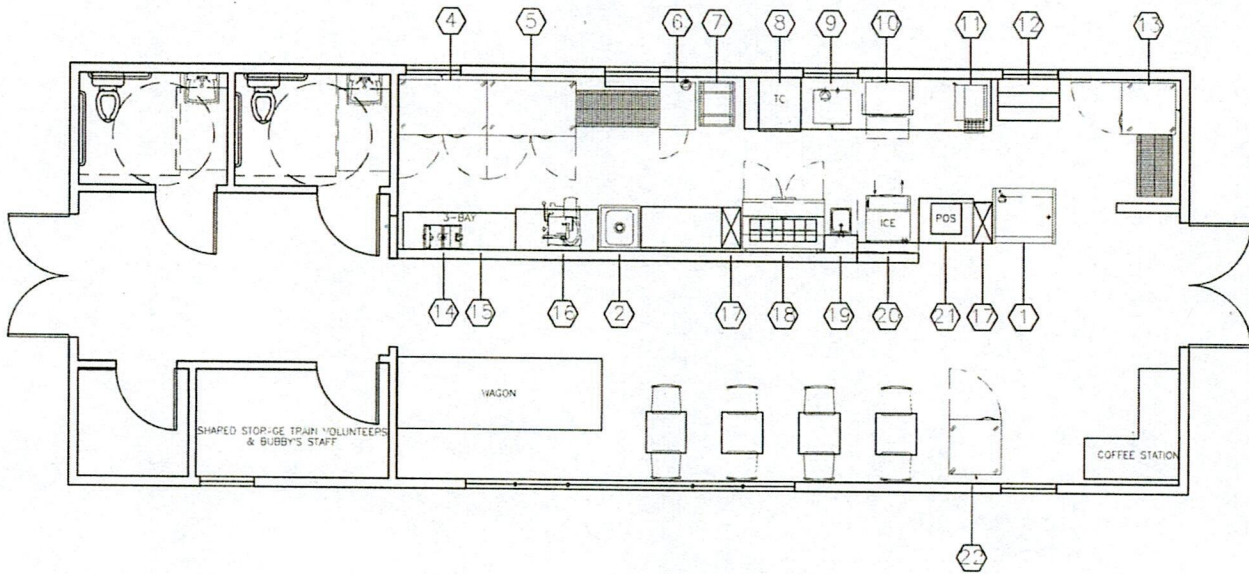
Acknowledged and Assented to By

[Signature]
Witness

By: [Signature]

**Cocheco Mills Holdings, LLC
Brint Shone**

Exhibit A & B



NOT FOR CONSTRUCTION
EXHIBIT A

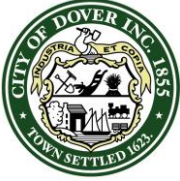
ITEM NO.	QTY	EQUIPMENT CATEGORY
1	1	DELI CASE
2	1	PREP SINK
3		SPARE
4	1	REACH-IN FREEZER
5	1	REACH-IN REFRIGERATOR
6	1	CONVECTION OVEN
7	1	SHEET RACK
8	1	TURBO CHEF
9	1	COFFEE MAKER
10	1	MICROWAVE OVEN
11	1	CONVEYOR TOASTER
12	1	BAGEL DISPLAY
13	1	1 DR REACH-IN REFRIGERATOR
14	1	GREASE INTERCEPTOR
15	1	3-BAY POT SINK
16	1	SLICER
17	AS REQ	TRASH
18	1	SANDWICH/SALAD PREP
19	1	HAND SINK
20	1	UNDER BAR ICE MAKER
21	2	POS
22	1	BOTTLE MERCH FRIDGE
23		SPARE

BUBBY'S BAGEL & DELI
33 CHESTNUT ST, DOVER, NH

LH
DB

LOUIS HAMEL
(207) 451-7253

1/4" = 1' - 0"
11/12/19



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2026.01.28 - 105**

Resolution Re: Approval to Renew the Intermunicipal Agreement to Participate in the Adaptive Management Framework under the Great Bay General Permit.

WHEREAS: The City of Dover approved and entered into an Intermunicipal Agreement to Participate in the Adaptive Management Framework under the Great Bay General Permit (“Agreement”) pursuant to resolution R – 2021.02.10 – 020 which created the Municipal Alliance for Adaptive Management (“MAAM”);

WHEREAS: The initial term of that Agreement expires on February 28, 2026; and

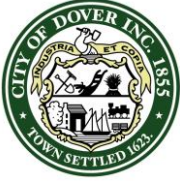
WHEREAS: Pursuant to Section III of the Agreement a majority of MAAM Members voted to renew this Agreement; and

WHEREAS: RSA 53-A:1 permits municipalities to enter into intermunicipal agreements in their mutual benefit; and

WHEREAS: In order to continue the effective, and efficient, collaboration for the development and execution of the Adaptive Management Framework and future work tasks related to the General Permit, Members of MAAM have prepared an Amendment to Renew and Update the Intermunicipal Agreement for Development of an Adaptive Water Quality Management Plan for Great Bay Estuary (Amendment) that meets the requirements of RSA chapter 53-A; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

Pursuant to RSA 53-A:3, I, the Amendment is approved. On behalf of the City of Dover, the City Manager is authorized to execute the Amendment, either as drafted or as may be revised, so long as the final agreement contains substantially the same form and terms as the current draft. The City Manager is further authorized to take such actions as may be necessary to fulfill the City’s obligations under the renewed Great Bay Intermunicipal Agreement, within the limits of appropriations for this and future fiscal years.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2026.01.28 - 105**

Resolution Re: Approval to Renew the Intermunicipal Agreement to Participate in the Adaptive Management Framework under the Great Bay General Permit.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

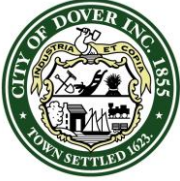
DOCUMENT HISTORY:

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.2.

Resolution Number: **R – 2026.01.28 - 105**

Resolution Re: Approval to Renew the Intermunicipal Agreement to Participate in the Adaptive Management Framework under the Great Bay General Permit.

RESOLUTION BACKGROUND MATERIAL:

Attached is the original Intermunicipal Agreement and the Amendment to Renew. The Attorney General's Office has approved the form of the Amendment, and NHDES and EPA support the continuation of MAAM as we continue the adaptive approach to improving water quality in the Great Bay Estuary and satisfy the requirements of the Great Bay Total Nitrogen General Permit.

INTERMUNICIPAL AGREEMENT
FOR DEVELOPMENT OF AN ADAPTIVE WATER QUALITY MANAGEMENT PLAN
FOR GREAT BAY ESTUARY

The parties to this Intermunicipal Agreement are the City of Rochester, the City of Dover and the City of Portsmouth and those additional municipalities and towns that have executed this Agreement in accord with its provisions below.

WHEREAS, the U.S. Environmental Protection Agency Region I (“EPA”) issued the Great Bay Total Nitrogen General Permit (NPDES Permit No. NHG58A000) on November 24, 2020 (the “General Permit”);

WHEREAS, municipalities and towns that own or operate any of 13 certain municipal wastewater treatment facilities covered by the General Permit may choose to Opt-In to the General Permit by April 2, 2021 and become permittees (the “Permittees”);

WHEREAS, the Cities of Rochester, Dover and Portsmouth operate wastewater treatment facilities in the Great Bay Estuary plan to Opt-In to the General Permit;

WHEREAS, the Cities of Rochester, Dover and Portsmouth are seeking to collaborate with each other, with other Permittees, with other communities in the watershed as well as with all involved regulators and stakeholders in an adaptive management framework addressing water quality and overall TN source reductions to the Great Bay estuary as described in Part 3 of the General Permit;

WHEREAS, the General Permit envisions the elements of an adaptive management framework for the Great Bay estuary as including (1) ambient water quality monitoring (2) pollution tracking (3) pollution reduction planning and implementation, and (4) review of significant scientific, methodological, and protective target nitrogen load issues of importance to the Permittees;

WHEREAS, the General Permit describes adaptive management implementation as including collaboration between Permittees and EPA, the State of New Hampshire through its Department of Environmental Services, (“NHDES”), and public, private, commercial, and other stakeholders including the Conservation Law Foundation (“CLF”);

WHEREAS, Permittees are required by the General Permit to submit a detailed proposal on or before July 31, 2021; and

WHEREAS, through this Intermunicipal Agreement, the Permittees seek to implement the Intermunicipal Plan For Adaptive Water Quality Management In the Great Bay Estuary dated December 14, 2020 (“Plan”) and included as Attachment 1.

WHEREAS, RSA 53-A:1 permits “...municipalities and counties to make the most efficient use of their powers by enabling them to cooperate with other municipalities and

counties on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities”;

THEREFORE, pursuant to RSA 53-A:3, the Permittees enter into this Agreement for the purposes described above as follows:

I. DEFINITIONS

- A. “Contribution Formula” that mechanism for allocating costs among the Members who are Permittees.
- B. “Executive Board” that administrative and management body charged with the responsibilities described in paragraph V.
- C. “Member” that municipality or town in the Great Bay estuary watershed, whether located in New Hampshire or Maine, that has indicated its intent to be a part of this Agreement by executing Attachment 2.
- D. “Recommended Annual Contribution for Monitoring” that amount recommended annually by the Executive Board and adopted by the Members for water quality monitoring and analysis.

II. PURPOSE OF THIS AGREEMENT

The purpose of this Agreement is to implement the Plan to improve water quality in the Great Bay estuary and to take such other and further collaborative action which may be agreed upon to fulfill or assist Permittees’ compliance with the General Permit. No separate corporate entity is being created as this instrument is intended to assist with joint administrative and executive functions associated with implementation of the Plan and to generate and coordinate funding recommendations necessary to implement the Plan.

III. DURATION OF AGREEMENT

The term of this Agreement runs from March 1, 2021 to February 28, 2026. This Agreement may be renewed for an additional term to be determined by vote of the majority of the Members.

IV. MEMBERS

- A. Membership. The initiating Members to this Agreement are: the City of Rochester acting through its City Manager; the City of Dover acting through its City Manager and the City of Portsmouth acting through its City Manager. Additional Members may be added to this Agreement by

executing Attachment 2 and identifying the acting authority (such as Town Manager, Town Administrator, Sewer Commission) and providing an executed Attachment 2 to the Executive Board . Any municipality or town in the Great Bay estuary watershed, whether located in New Hampshire or Maine, is eligible to be a Member.

The Members for purposes of this Agreement shall be called the Municipal Alliance for Adaptive Management.

- B. Organizational Meeting There will be an initial meeting of Members after the Opt-in date of April 2, 2021 but before April 30, 2021 to be set by the City Manager of the City of Rochester. The purpose of the meeting will be to have the Members vote on appointing up to two At-Large Members to the Executive Board and setting the recommended 2021 Contribution Goal. The Executive Board is further defined in Section V. Meetings are discussed further in Section VI.

V. EXECUTIVE BOARD

- A. Purpose and Authority of Executive Board. The Executive Board has the authority to enter into contracts on behalf of the Municipal Alliance for Adaptive Management in order to implement the Plan, to receive and manage funds by way of the fiscal agent (defined below), to approve bills and disbursements, to make funding recommendations and to circulate documents necessary in order to keep Members informed, to set the annual meeting of the members, to participate in discussions with stakeholders, and to conduct such other activities as the Executive Board deems necessary and proper to carry out the purposes of this Agreement. The Executive Board does not otherwise have authority to acquire or hold items of personal or real property.
- B. Officers. Beginning with its first meeting and then annually thereafter, the Executive Board shall elect a Chair, Vice Chair and a Clerk from the members of the Executive Board.
- C. Membership of Executive Board. The Executive Board shall be composed of three Standing Members consisting of the city managers of the City of Rochester, the City of Dover, and the City of Portsmouth. The Members may select up to two additional At-Large Members of the Executive Board from other communities.

At-Large Members of the Executive Board members shall be nominated at the Members' Organizational Meeting and serve through the expiration of the term of this Agreement. If this Agreement is renewed by the Members for an additional term, the Members will elect/re-elect At-Large Executive Board members at the meeting in which an extension of the term of this

Agreement is made. At-Large Executive Board Members must be Permittees.

There are no term limits for Executive Board members. Executive Board members may appoint designees if that designee has decision-making authority.

In the event any vacancy occurs for At-Large Executive Board Members, the Executive Board shall within thirty (30) days of the vacancy call a meeting of the Members so that the Members may select a replacement.

In the event more than three Members are communities from Maine, those members from Maine may request that the Executive Board be expanded to include a Member from Maine, which request will be granted provided there is an agreement on a formula for contribution to the activities contemplated by this Agreement.

- D. No Personal Liability. Executive Board members and its officers shall not be personally liable for any debt, liability or obligation of the Municipal Alliance for Adaptive Management. All persons having any claim against the Municipal Alliance for Adaptive Management may look only to its funds for payment of any such contract or claim, or for the payment of any debt, damages, judgment or decrees, or of any money that may otherwise become due and payable to them from the Municipal Alliance for Adaptive Management.

VI. MEETINGS

- A. Annual meetings of the Members. After the initial Organizational Meeting a meeting of the Members shall be held at least annually in the last quarter of each calendar year. At the Annual Meeting the Members shall vote on the Recommended Contribution for the following calendar year.

Annual meetings of the Members shall be subject to the requirements of public meetings as required by NH RSA 91-A. Members shall have the ability to participate telephonically and by video conference as may be permitted under NH RSA 91-A.

Each Member is afforded one vote in all matters that require action. A majority vote of those Members present and voting shall be needed to act upon any business associated with this Agreement. One third of the total Membership shall constitute a quorum.

- B. Executive Board Meetings. The Executive Board shall meet at least biannually or more frequently at the call of the Chair at such times and places that are mutually convenient. The meetings of the Executive Board are not public meetings as that term is defined by NH RSA 91-A.

Voting. If there are three Executive Board Members, a quorum is two (2) Members. If there are five or more Executive Board members a quorum is three Members. All votes will pass by simple majority.

Attendance. Attendance for purposes of quorum and voting may be by telephone or video conference. A record of the actions taken by the Executive Board shall be distributed to the Members within ten (10) calendar days of any meeting. Distribution may be by e-mail.

VII. WORK AND COST -SHARING

- A. Initial Water Quality Work. The Cities of Rochester, Dover and Portsmouth identified an initial scope of work necessary to initiate the adaptive management opportunity identified in Part 3 of the General Permit. Water quality specialists within the engineering firm of Brown and Caldwell were solicited to submit a proposal to complete the scope of work. Due to the time constraints imposed by the Permit and the schedule of other stakeholders including PREP to develop a water quality monitoring plan for the upcoming sampling season, the three cities entered into a memorandum of agreement to share equally the costs of the work described. The Memorandum of Agreement and the Scope of Work is set forth at Attachment 3. This paragraph is for informational purposes only and will not form a part of a request for financial contribution from other Members.
- B. Participation in Water Quality Monitoring, Data Gathering and Analysis. Members are expected to participate in the planning and cost of ambient water quality monitoring, data gathering and water quality analysis along with other stakeholders ("Annual Contribution for Monitoring"). The recommended formula for such cost sharing for Members who are Permittees is set forth in Attachment 4 ("Contribution Formula"). The Contribution Formula may be amended by a majority vote of the Members who are also Permittees.
- C. Recommended Annual Contribution for Monitoring. The Annual Contribution for Monitoring, in the aggregate for all Members, shall be no less than \$200,000 and no more than \$500,000. The Executive Board shall develop a Recommended Annual Contribution for Monitoring to be presented to the Members at the Members Annual Meeting in the fall of each calendar year. The Members who are also Permittees shall vote on and set the Recommended Annual Contribution for Monitoring. Members shall make good faith efforts to budget and appropriate the funds in accord with the Recommended Annual Contribution for Monitoring and Contribution Formula adopted at the Members Meeting.

- D. Other Work. The Executive Board may make such additional recommendations to the Members to finance other work consistent with the Plan. Such other work if voted upon by the Members shall be financed according to the Contribution Formula.
- E. Fiscal Agent. The Members agree that the City of Rochester ("City") will be the fiscal agent for Municipal Alliance for Adaptive Management, with the authority to collect, hold, invest, disperse and pay funds held on behalf of the Municipal Alliance for Adaptive Management at the direction of the Executive Board.
- F. Accounting for Funds. The Executive Board with assistance from the Fiscal Agent shall provide to the Members an annual accounting of monies received, spent, and obligated, and a final accounting upon the termination of the Agreement.
- G. Funds upon Termination. Upon termination of this Agreement, no individual employee or member of the Executive Board shall be entitled to a share in the distribution of any funds upon dissolution. Upon termination, the funds shall be distributed to each Member at the time of distribution in proportion to the percentage of its contribution relative to the total contribution of all the Members made in the year of distribution.

VIII POLLUTION TRACKING

The Executive Board anticipates making recommendations to Members to participate in certain pollutant tracking programs. Members agree to make good faith efforts to participate in such pollution tracking programs.

IX. TERMINATION

- A. Mutual Agreement. This Agreement may be terminated prior to the end of the term upon mutual agreement of the Members.
- B. Withdrawal of a Member at the Conclusion of the Term . A Member wishing to withdraw from the Agreement at the end of the term and not interested in renewal shall give written notice to the Executive Board at least three months before the expiration of the term . The Executive Board will notify the other Members of any Member's withdrawal through their authorized agents who have executed this Agreement.
- C. Withdrawal of Member Prior to Expiration of Term. A Member wishing to withdraw from the Agreement before the end of the term shall be responsible for its share of any outstanding Recommended Annual Contribution for Monitoring for the year in which the terminating Member gives notice of termination . Notice of withdrawal shall be in writing from the Member to the Executive Board at least thirty (30) days prior to termination. The Executive Board will notify the other Members of any

Member's withdrawal through their authorized agents who have executed this Agreement.

- D. Appeal of General Permit. This Agreement is being entered into prior to the expiration of the period of appeal of the General Permit. In the event of any appeal of the General Permit, any Member may withdraw from this Agreement without penalty as described in paragraph C..

X. ISSUANCE OF BONDS

The Members do not intend to issue bonds jointly as permitted by RSA 53-A:6. Should the Members decided to do so at a later time, an amendment to this Agreement shall be undertaken to specify those items required by RSA 53-A:6, II.

XI. OTHER

- A. Amendment. This Agreement may be amended only by written Agreement signed by two-thirds of the Members.
- B. Authority. All Members undersigned represent and agree that they have the authority to enter into this Agreement.
- C. Notices. Notices for each party shall be in writing and mailed to the individuals listed in Exhibit B which is attached and incorporated hereto.
- D. Severability. If any provision of this Agreement is deemed invalid or unenforceable, the remaining provisions shall remain in full force and effect.
- E. Governing Law. This Agreement shall be governed by and interpreted in accordance with the provisions of the laws of the State of New Hampshire.
- F. Separate Document. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
- G. Compliance with RSA 53-A:
- Pursuant to RSA 53-A:3 IV, this Agreement does not relieve any of the Members of any obligation or responsibility imposed upon it by law except to the extent of actual and timely performance thereof by the Executive Board. Performance may be offered in satisfaction of the obligation or responsibility.
 - Pursuant to RSA 53-A:3 V, this Agreement shall be submitted to the NH Attorney General who shall determine whether the

April 8, 2021

agreement is in proper form and compatible with the laws of this state.

- Pursuant to RSA 53-A:4, this Agreement shall be filed with the clerk of each municipality and with the NH Secretary of State.
- Pursuant to 53-A:5, this Agreement shall be submitted to the NH Department of Revenue Administration as a condition precedent to its entry into force.

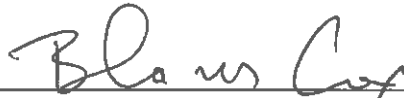
This Submission and approval shall be in addition to and not in substitution for the requirement of submission to and approval by the NH Attorney General.

[SIGNATURES FOLLOW]

April 8, 2021

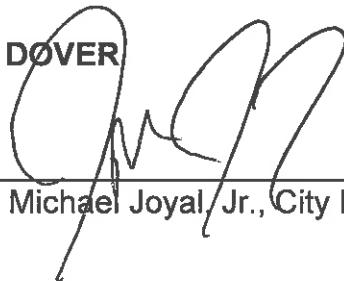
Dated this 8 day of April, 2021.

CITY OF ROCHESTER

By: 
Blaine Cox, City Manager

Dated this 8th day of April, 2021.

CITY OF DOVER

By: 
J. Michael Joyal, Jr., City Manager

Dated this 8th day of April, 2021.

CITY OF PORTSMOUTH

By: 
Karen S. Conard, City Manager

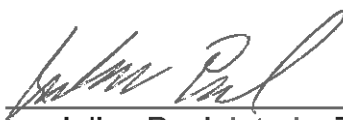
Dated this 8th day of April, 2021.

TOWN OF NEWINGTON

By: 
Denis Mercier, Wastewater Treatment
Plant Manager

Dated this 8th day of April, 2021.

TOWN OF MILTON

By: 
Julius Peel, Interim Town Administrator

INTERMUNICIPAL PLAN FOR ADAPTIVE WATER QUALITY MANAGEMENT IN THE GREAT BAY ESTUARY

DECEMBER 14, 2020

This plan outlines a collaborative effort by and among municipalities in furtherance of their mutual interests in appropriate management and protection of water quality in the Great Bay estuary and, for those that opt for coverage under NPDES Great Bay Total Nitrogen General Permit (NPDES Permit No. NHG58A000) issued by U.S. Environmental Protection Agency Region I (“EPA”) on November 24, 2020 (the “General Permit”), in the coordinated, cost-effective implementation of the permit’s adaptive management framework.

BACKGROUND

A. General Permit Overview. The General Permit was recently established as an available permitting option for eligible municipal permittees (the “Permittees”) that own or operate any of 13 certain municipal wastewater treatment facilities (“WWTFs”). Its optional approach for the limitation and control of total nitrogen (“TN”) discharges from covered WWTFs combines relatively less stringent TN effluent limitations (as compared to those EPA would otherwise anticipate imposing under individual permits) with the opportunity for the Permittees to collaborate in an adaptive management framework addressing overall TN source reductions to the Great Bay estuary.

B. Adaptive Management Opportunity. As set forth in Part 3 of the General Permit, EPA envisions the elements of an adaptive management framework for the Great Bay estuary as including the General Permit, ambient monitoring, pollution tracking, reduction planning, and review of significant scientific, methodological, and protective target nitrogen load issues of great importance to the Permittees. The General Permit also describes adaptive management implementation as including collaboration between or among EPA, the State of New Hampshire (including the Department of Environmental Services, “NHDES”), and public, private, commercial, and other stakeholders (including the Conservation Law Foundation (“CLF”) with which the Permittees desire to increase coordination to achieve mutual goals). For Permittees that opt for coverage, the General Permit contemplates that the Permittees will participate in this collaboration by submitting a detailed proposal on or before the associated July 31, 2021 deadline.

C. Consistency with Municipal Goals. The adaptive management framework of the General Permit provides an approach to advancing mutual water quality protection interests while also correcting and improving the scientific and technical basis for proper water quality management and protection of the Great Bay estuary. This framework generally has the potential to meet important goals identified by the Permittees during the NPDES permitting process such as improving and protecting water quality based on sound science and public policy, increasing collaboration, resolving significant municipal concerns, aligning governmental authorities on near-term actions and investments, supporting wastewater and stormwater nitrogen removal, supporting ambient monitoring efforts, adopting measurable and achievable TN reductions protective of ecosystem health and resilience, laying a solid foundation for appropriate future investments, and avoiding disputes and delays. This framework is also generally consistent with

certain guiding principles that the Permittees identified during the permitting process, including timely issuance of the first watershed-scale TN General Permit for Great Bay, effectiveness and cost-effectiveness of wastewater and stormwater controls, and steady progress and true adaptive management building on significant WWTF nitrogen reductions already made.

D. Acknowledgment of Common Interests. The Permittees acknowledge and share certain interests with EPA, NHDES, and key stakeholders such as CLF in successful implementation of the adaptive management framework. The Permittees desire to fully and effectively participate in the adaptive management process, not only to meet their own goals and interests, but also to address the scientifically-defensible reasonable interests of these governmental and non-governmental stakeholders in a fiscally responsible manner.

Therefore, in furtherance of mutual interests of the Permittees in continuing to be good stewards of the Great Bay estuary, appropriately protecting water quality, and meeting the needs of the citizens of their communities, the Permittees have established this intermunicipal plan for the development of a joint adaptive management framework proposal in accordance with the General Permit.

JOINT ADAPTIVE MANAGEMENT FRAMEWORK PROPOSAL DEVELOPMENT PROCESS

1. Collaborative Development Process. The Permittees recognize and support the collaborative nature of the adaptive management framework and welcome the opportunity to work in partnership with EPA, NHDES, Piscataqua Region Estuaries Partnership (“PREP”), CLF and other relevant entities to advance nitrogen management in the Great Bay estuary.

a. Municipal Cooperation and Coordination. The Permittees intend to confer and coordinate with one another on all relevant aspects of developing an approvable joint proposal addressing the adaptive management framework elements specified by the General Permit (the “Joint Proposal”) as generally described herein. Although it assumed that most if not all Permittees will prefer to opt for coverage under the General Permit, Permittees that instead opt for individual permit coverage may still participate in this watershed-level process.

b. Consultation with Interested Third Parties. In the course of developing the Joint Proposal, the General Permit’s adaptive management framework encourages, and the Permittees intend to engage in, consultation from time to time as appropriate with EPA, NHDES, PREP, and CLF, , which the Permittees consider to be key governmental partners or stakeholders that share certain goals and interests in common with the Permittees. In addition, significant public participation is anticipated and welcomed by the Permittees. Without limiting the foregoing overarching intent, certain specific opportunities for consultation with identified partners and stakeholders are identified below.

2. Planned Scope of Joint Proposal. The scope of the Joint Proposal is expected to be developed in a manner that meets or exceeds the minimum requirements of Part 3 of the General Permit summarized below and further organized on the basis of priority Nitrogen Reduction Efforts (Paragraph 3 below) and concurrent Endpoint Planning Efforts (Paragraph 4 below).

3. Nitrogen Reduction Efforts. The Permittees intend to prioritize planning and implementation of the following Nitrogen Reduction Efforts during the 2021-2025 permit term, without delay, concurrent with Endpoint Planning Efforts useful for determining long-term water quality goals.

a. Nitrogen Source Reduction Plans. The General Permit (Part 3, Paragraph 1.c.) seeks a proposed outline or plan for overall source reductions of TN over the course of the permit term. The Joint Proposal will address a process and timeline for developing and implementing such TN control measures, including specific short-term control measures for various sources of TN loadings as well as the identification, design, installation, operation and maintenance of specific projects to reduce TN loads. Without limiting the foregoing measures, consideration will be given to the feasibility of regional fertilizer regulation and potential oyster restoration projects. The Joint Proposal will also address pollutant reduction estimations for other pollutants of concern such as TSS/sediment in addition to TN.

b. Consultation with CLF on Nitrogen Project Planning. For purposes of this prioritized nitrogen source reduction planning efforts, the Permittees intend to consult with key stakeholders that possess the technical resources and capability to provide relevant assistance such as on identification of potential projects and opportunities to optimize pollutant reduction benefits through consideration of project types, locations, and costs. The Permittees specifically envision consulting with CLF, assuming CLF interest, during the Joint Proposal development phase as well as during the Joint Proposal implementation phase.

c. Nitrogen Load Tracking Methods. The General Permit (Part 3, Paragraph 1.b.) seeks a proposed method(s) to be used to track reductions and additions of TN over the course of the permit term. The Joint Proposal will address such method(s) with specific consideration being given to potentially using NHDES's Pollution Tracking and Accounting Program ("PTAP") as tracking/accounting system for quantifying the nitrogen loading changes to the Great Bay estuary associated with activities within each municipality such as new/modified septic systems, decentralized wastewater treatment facilities, changes to the amount of effective impervious cover, changes to the amount of disconnected impervious cover, conversion of existing landscape to lawns/turf, and any new or modified structural or non-structural best management practices.

4. Endpoint Planning Efforts. Concurrent with Nitrogen Reduction Efforts, the Permittees intend to support the following Endpoint Planning Efforts useful for determining long-term water quality goals and the basis for future permit renewals.

a. Ambient Water Quality Monitoring. The General Permit (Part 3, Paragraph 1.a.) seeks a proposed approach to ambient water quality monitoring in the Great Bay estuary to determine progress and trends. The Permittees recognize that PREP, as part of EPA's National estuary Program, has benefited the region by tracking environmental trends through long-term monitoring. The Permittees anticipate making additional contribution toward a portion of the overall cost of an expanded, coordinated, non-duplicative, properly-designed ambient monitoring program that the Permittees participate in developing. The Permittees envision the resulting enhanced monitoring effort as being designed to better understand the role of nitrogen, including other factors affecting eelgrass such as sediment characteristics, suspended sediment

concentrations and loads, bioturbation, epiphytic growth, and macroalgal community abundance. In developing the Joint Plan, the Permittees intend to consult with PREP and key partners and stakeholders regarding the design, implementation, cost, and financial and in-kind contributions to an enhanced monitoring effort. The Permittees further intend that their respective individual contributions to their total contribution will be allocated by and among themselves in a fair and equitable manner to be agreed upon.

b. Significant Scientific and Methodological Issue Evaluation. The General Permit (Part 3, Paragraph 1.d.) provides the opportunity for, and the Joint Proposal will include, an inclusive and transparent process for comprehensively evaluating any significant scientific and methodological issues relating to the permit, including the choice of a load-based threshold of 100 kg ha⁻¹ yr⁻¹ (a longstanding concern of the Permittees for reasons memorialized in formal public comments in the administrative record for the General Permit) versus any other proposed threshold, including a concentration-based threshold. The Joint Proposal will include detailed milestones culminating in submission of a report to EPA, prior to expiration of the permit terms, for inclusion in the administrative record for permit renewal. That report will indicate whether the NHDES concurs with the findings.

c. Loading Capacity Determination. The General Permit (Part 3, Paragraph 1.e.) seeks a proposed timeline for completing a Total Maximum Daily Load (“TMDL”) for TN in Great Bay and for submitting it to EPA for review and approval. The Joint Proposal will include such a timeline and may include alternative approaches to identifying Great Bay’s assimilative capacity for TN as a scientifically-defensible and reasonable basis for permit renewal and for implementation activities.

5. Administrative Matters. The Permittees desire to implement this plan and, for those opting for coverage under the General Permit, to develop and implement the Joint Proposal, all in a timely, coordinated, and cost-effective manner.

a. Joint Resources & Cost-Savings. The Permittees’ development and, if approved, implementation of the Joint Proposal will benefit from the assistance of highly-specialized experts such as consultants with substantial expertise in the field of water quality science or knowledge of the Great Bay system. To obtain such expertise, avoid duplication, and minimize total costs, such resources may be secured on a cost-sharing basis as mutually agreed by the Permittees.

b. Intermunicipal Agreement. To facilitate the development and implementation of appropriate aspects of the Joint Proposal on a group basis, including the joint selection and cost-sharing of expert resources, the Permittees or a subset of the Permittees may enter into an intermunicipal agreement pursuant to RSA 53-A:3 (Joint Exercise of Powers). Among other requirements, any such agreement will address the duration, purpose, financing, budget, and administration of such endeavor.

c. Further Efforts. This plan is a non-binding working document that provides a preliminary framework for promptly advancing the important endeavors described herein consistent with the short timeline established in the General Permit, including for submittal of a

Notice of Intent to opt for coverage (by April 2, 2021) and for submittal of the Joint Proposal (by July 31, 2021). This plan does not represent a funding commitment or require any appropriation by any governmental body, nor does it fix the terms and conditions of the anticipated intermunicipal agreement, which is intended to be developed jointly by the participating Permittees. Consistent with the foregoing deadlines, the goal for executing the intermunicipal agreement is March 31, 2021.

* * *

Election to Join
Intermunicipal Agreement
for Development of an Adaptive Water Quality Management Plan
for Great Bay Estuary

City/Town: _____

Election Date: _____

The Acting Authority (City Manager, Town Administrator, Town Manager or Sewer Commissioner) for purposes of this Intermunicipal Agreement is identified below with contact information:

By signing below I, _____, in my capacity as _____, affirm that I am authorized to enter into this Agreement on behalf of the City/Town.

AGREEMENT FOR CONSULTING SERVICES
BETWEEN CITY OF ROCHESTER, NH
AND BROWN AND CALDWELL
FOR PREP ENGAGEMENT

THIS AGREEMENT is made and entered into on this 26th day of January, 2021 by and between the City of Rochester, NH, hereinafter referred to as "Client," and Brown and Caldwell, a California corporation, its affiliates and subsidiaries, hereinafter referred to as "Consultant."

RECITALS:

WHEREAS, Client is authorized to and desires to retain Consultant to engage with the Piscataqua Region Estuaries Partnership (PREP), DES, and other stakeholders, as PREP develops the research and monitoring initiative required by the National Discharge Elimination System Great Bay Total Nitrogen General Permit for Wastewater Treatment Facilities in New Hampshire.

WHEREAS, Consultant has available and offers to provide personnel and facilities necessary to perform the desired services within the required time; and

WHEREAS, Client desires to retain Consultant to perform the services in the manner, at the time, and for the compensation set forth herein;

NOW, THEREFORE, Client and Consultant agree as follows:

I. DESCRIPTION OF PROJECT

Client and Consultant agree that Project is as described in Exhibit A, entitled "Description of Project," dated January 4, 2021. If, during the course of Project, Client and Consultant agree to changes in Project, such changes shall be incorporated in this Agreement by written amendment.

II. SCOPE OF CONSULTANT SERVICES

Consultant agrees to perform those services described hereafter. Unless modified in writing by both parties, duties of Consultant shall not be construed to exceed those services specifically set forth herein.

A. Basic Services

Consultant agrees to perform those basic services described in Exhibit B entitled "Scope of Services," dated January 4, 2021 (the "Services"). Any tasks not specifically described in Exhibit B are Additional Services.

B. Additional Services

Client shall pay Consultant all fees and costs incurred in performing Additional Services provided the services were either (a) authorized by Client, or (b) required to be performed due to emergency conditions at the project site. Client will be deemed to

have authorized the Additional Services if Consultant provides Client with notification that the Additional Services will be performed and Client does not object within five (5) working days after notification. Unless otherwise agreed in writing, Additional Services shall be performed in accordance with Consultant's standard billing rates at the time the Additional Services are performed.

C. Litigation Assistance

Unless specifically stated therein, the Scope of Services does not include assistance to support, prepare, document, bring, defend, or assist in litigation undertaken or defended by Client. All such services required or requested of the Consultant by Client or any third party (except claims between Client and Consultant) will be reimbursed at Consultant's applicable rates for such litigation services.

D. Document Productions

In the event Brown and Caldwell is requested pursuant to subpoena or other legal process to produce its documents or any other information relating to Brown and Caldwell's services under this agreement in judicial or administrative proceedings to which Brown and Caldwell is not a party, Client shall reimburse Brown and Caldwell at standard billing rates for its time and expenses incurred in responding to such requests.

III. RESPONSIBILITIES OF CLIENT

In addition to payment for the Services performed under this Agreement, Client shall:

1. Assist and cooperate with Consultant in any manner necessary and within its ability to facilitate Consultant's performance under this Agreement.
2. Designate in writing a person to act as Client's representative with respect to this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define Client's policies, make decisions and execute documents on Client's behalf.
3. Furnish Consultant with all technical data in Client's possession including, but not limited to, maps, surveys, drawings, soils or geotechnical reports, and any other information required by, or useful to, Consultant in performance of its Services under this Agreement. Consultant shall be entitled to rely upon the information supplied by Client.
4. Notify Consultant of any known or potential health or safety hazards existing at or near the project site.
5. Provide access to and/or obtain permission for Consultant to enter upon all property, whether or not owned by Client, as required to perform and complete the Services.
6. If Consultant's scope of work includes services during construction, Client will require the construction contractor to indemnify and hold harmless Consultant, its officers, employees, agents, and consultants against claims, suits, demands, liabilities, losses, damages, and costs, including reasonable attorneys' fees and all other costs of defense, arising out of the performance of the work of the contractor, breach of contract, or willful misconduct of the contractor or its subcontractors, employees, and agents.

Client will require the contractor to name Consultant, its directors, officers and employees as additional insureds on the contractor's general liability insurance and/or

Owner's and Contractor's Protective policy (OCP), and any builder's risk, or other property insurance purchased by Client or the contractor to protect work in progress or any materials, supplies, or equipment purchased for installation therein.

Client will furnish contractor's certificates of insurance evidencing that Consultant, its officers, employees, agents, and consultants are named as additional insureds on contractor's general liability and property insurance applicable to the Project. Contractor's policies shall be primary and any such insurance carried by the Consultant shall be excess and noncontributory. The certificates shall provide that Consultant be given 30 days' written notice prior to any cancellation thereof.

IV. AMERICANS WITH DISABILITIES ACT

Any other provision of this Agreement to the contrary notwithstanding, unless otherwise specified in the Scope of Services, Client shall have sole responsibility as between Client and Consultant for compliance with the Americans With Disabilities Act ("ADA") 42 U.S.C. 12101 et. Seq. and the related regulations.

V. AUTHORIZATION AND COMPLETION

In signing this Agreement, Client grants Consultant specific authorization to proceed with work specified in Exhibit B. The estimated time for completion is within 120 calendar days of the date Consultant receives authorization to proceed with the work from Client. Consultant shall use its best efforts to perform the work specified in Exhibit B within the estimated time.

VI. COMPENSATION

A. Amount

For the Services described in Exhibit B, Client agrees to pay, and Consultant agrees to accept compensation in accordance with Exhibit C, which shall not be exceeded without the consent of the Client. Where Consultant has provided Client with a breakdown of the total compensation into subtasks, such breakdowns are estimates only. Consultant may reallocate compensation between tasks, provided total compensation is not exceeded without the approval of Client. Consultant will provide Client with an updated estimate of the cost to complete this work s once approximately 75% of the work is completed.

B. Payment

As long as Consultant has not defaulted under this Agreement, Client shall pay Consultant within 30 days of the date of Consultant's invoices for services performed and reimbursable expenses incurred under this Agreement. If Client has reason to question or contest any portion of any such invoice, amounts questioned or contested shall be identified and notice given to Consultant, within 30 days of the date of the invoice. Any portion of any invoice not contested shall be deemed to be accepted and approved for payment and shall be paid to Consultant within 30 days of the date of the invoice. Client agrees to cooperate with Consultant in a mutual effort to resolve promptly any contested portions of Consultant's invoices.

In the event any uncontested portions of any invoice are not paid within 30 days of the date of Consultant's invoice, interest on the unpaid balance shall accrue beginning with the 31st day at the maximum interest rate permitted by law, and Consultant shall have the

right to suspend work per Article XV, Suspension of Work.

VII. RESPONSIBILITY OF CONSULTANT

A. Standard of Care—Professional Services

Subject to the express provisions of the agreed scope of work as to the degree of care, amount of time and expenses to be incurred, and subject to any other limitations contained in this Agreement, Consultant shall perform its Services in accordance with generally accepted standards and practices customarily utilized by competent engineering firms in effect at the time Consultant's Services are rendered. Consultant does not expressly or impliedly warrant or guarantee its Services.

B. Reliance upon Information Provided by Others

If Consultant's performance of services hereunder requires Consultant to rely on information provided by other parties (excepting Consultant's subcontractors), Consultant shall not independently verify the validity, completeness, or accuracy of such information unless otherwise expressly engaged to do so in writing by Client.

VIII. ASSIGNMENT OF TASKS TO AFFILIATES

A. If the authorized scope of work includes construction activities or the oversight of construction, Consultant may, at its discretion and upon notice to Client, assign all of its contractual rights and obligations with respect to such activities or services to Brown and Caldwell Constructors, its wholly owned affiliate.

B. If the authorized scope of work requires professional services to be performed in a jurisdiction in which Consultant renders professional services solely through a locally registered engineering affiliate for purposes of compliance with professional licensing requirements in that jurisdiction, Consultant may, in its discretion, upon notice to Client, and with Client's written consent, assign its contractual rights and obligations with respect to such activities or services to such locally registered engineering affiliate.

IX. CONSULTANT'S WORK PRODUCT

A. Scope

Consultant's work product which is prepared solely for the purposes of this Agreement, including, but not limited to, drawings, test results, recommendations and technical specifications, whether in hard copy or electronic form, shall become the property of Client when Consultant has been fully compensated as set forth herein. Consultant may keep copies of all work product for its records.

Consultant and Client recognize that Consultant's work product submitted in performance of this Agreement is intended only for the project described in this Agreement. Client's alteration of Consultant's work product or its use by Client for any other purpose shall be at Client's sole risk.

B. Electronic Copies

If requested, solely as an aid and accommodation to Client, Consultant may provide copies of its work product documents in computer-readable media ("electronic copies," "CADD"). These documents will duplicate the documents provided as work product,

but will not bear the signature and professional seals of the registered professionals responsible for the work. Client is cautioned that the accuracy of electronic copies and CADD documents may be compromised by electronic media degradation, errors in format translation, file corruption, printing errors and incompatibilities, operator inexperience and file modification. Consultant will maintain the original copy, which shall serve as the official, archived record of the electronic and CADD documents.

X. INDEMNIFICATION

A. Indemnification of Client

Consultant agrees to indemnify and hold Client harmless from and against any liability to the extent arising out of the negligent errors or negligent omissions of Consultant, its agents, employees, or representatives, in the performance of Consultant's duties under this Agreement.

B. Consequential Damages

Regardless of any other term of this Agreement, in no event shall either party be responsible or liable to the other for any incidental, consequential, or other indirect damages.

XI. CONSULTANT'S INSURANCE

Consultant shall procure and maintain the following minimum insurance:

1. Commercial general liability insurance, including personal injury liability, blanket contractual liability and broad-form property damage liability coverage. The combined single limit for bodily injury and property damage shall be not less than \$1,000,000.
2. Automobile bodily injury and property damage liability insurance covering owned, non-owned, rented, and hired cars. The combined single limit for bodily injury and property damage shall be not less than \$1,000,000.
3. Statutory workers' compensation and employer's liability insurance as required by state law.
4. Professional liability insurance. The policy limit shall be not less than \$1,000,000.

Client shall be named as additional insured on policies 1 and 2 above. Upon request, a certificate of insurance will be provided to Client with a 30-day written notice in the event the above policies are cancelled.

XII. CONFIDENTIALITY

Consultant agrees it will maintain the confidentiality of material it receives from Client which Client has clearly identified as "Confidential" and will not disclose, distribute, or publish to any third party such confidential information without the prior permission of Client. Notwithstanding the foregoing, Consultant shall have no confidentiality obligation with respect to information that:

- 1) becomes generally available to the public other than as a result of disclosure by Consultant or its agents or employees;
- 2) was available to Consultant on a non-confidential basis prior to its disclosure by Client;
- 3) becomes available to Consultant from a third party who is not, to the knowledge of

Consultant, bound to retain such information in confidence.

In the event Consultant is compelled by subpoena, court order, or administrative order to disclose any confidential information, Consultant shall promptly notify Client and shall cooperate with Client prior to disclosure so that Client may take necessary actions to protect such confidential information from disclosure.

XIII. SUBCONTRACTS

Consultant shall be entitled, to the extent determined appropriate by Consultant, to subcontract any portion of the services to be performed under this Agreement with the written consent of Client. Subconsultant markup will be five (5) percent of subcontract cost.

XIV. SUSPENSION OF WORK

Work under this Agreement may be suspended as follows:

1. By Client. By written notice to Consultant, Client may suspend all or a portion of the Work under this Agreement if unforeseen circumstances beyond Client's control make normal progress of the Work impracticable. Consultant shall be compensated for its reasonable expenses resulting from such suspension including mobilization and demobilization. If suspension is greater than 30 days, then Consultant shall have the right to terminate this Agreement in accordance with Article XVI, Termination of Work.
2. By Consultant. By written notice to Client, Consultant may suspend the Work if Consultant reasonably determines that working conditions at the Site (outside Consultant's control) are unsafe, or in violation of applicable laws, or in the event Client has not made timely payment in accordance with Article VI, Compensation, or for other circumstances not caused by Consultant that are interfering with the normal progress of the Work. Consultant's suspension of Work hereunder shall be without prejudice to any other remedy of Consultant at law or equity.

XV. TERMINATION OF WORK

- A. This Agreement may be terminated by Client as follows: (1) for its convenience on 30 days' notice to Consultant, or (2) for cause, if Consultant materially breaches this Agreement through no fault of Client and Consultant neither cures such material breach nor makes reasonable progress toward cure within 15 days after Client has given written notice of the alleged breach to Consultant.

- B. This Agreement may be terminated by Consultant as follows: (1) for cause, if Client materially breaches this Agreement through no fault of Consultant and Client neither cures such material breach nor makes reasonable progress toward cure within 15 days after Consultant has given written notice of the alleged breach to Client, or (2) upon five days' notice if work under this Agreement has been suspended by either Client or Consultant for more than 30 days in the aggregate.

C. Payment upon Termination

In the event of termination, Consultant shall perform such additional work as is reasonably necessary for the orderly closing of the Work. Consultant shall be compensated for all work performed prior to the effective date of termination, plus work required for the orderly closing of the Work, including: (1) authorized work performed up to the termination date plus termination expenses, including all labor and expenses, at Consultant's standard billing rates, directly attributable to termination; (2) all efforts necessary to document the work completed or in progress; and (3) any termination reports requested by Client.

XVI. ASSIGNMENT

This Agreement is binding on the heirs, successors, and assigns of the parties hereto. This Agreement may not be assigned by Client or Consultant without prior, written consent of the other. Notwithstanding the foregoing, this Agreement may be assigned by Client to the Municipal Alliance for Adaptive Management.

XVII. NO BENEFIT FOR THIRD PARTIES

The services to be performed by Consultant are intended solely for the benefit of Client, and no benefit is conferred on, nor contractual relationship established with any person or entity not a party to this Agreement. No such person or entity shall be entitled to rely on Consultant's services, opinions, recommendations, plans, or specifications without the express written consent of Consultant. No right to assert a claim against the Consultant, its officers, employees, agents, or consultants shall accrue to the construction Contractor or to any subcontractor, supplier, manufacturer, lender, insurer, surety, or any other third party as a result of this Agreement or the performance or nonperformance of the Consultant's services hereunder. Notwithstanding the foregoing, the Cities of Dover and Portsmouth are third-party beneficiaries with full access to Consultant's work product, data and communications.

XIII. FORCE MAJEURE

Consultant shall not be responsible for delays caused by circumstances beyond its reasonable control, including, but not limited to (1) strikes, lockouts, work slowdowns or stoppages, or accidents, (2) acts of God, (3) failure of Client to furnish timely information or to approve or disapprove Consultant's instruments of service promptly, and (4) faulty performance or nonperformance by Client, Client's independent consultants or contractors, or governmental agencies. Consultant shall not be liable for damages arising out of any such delay, nor shall the Consultant be deemed to be in breach of this Agreement as a result thereof.

XIX. INTEGRATION

This Agreement represents the entire understanding of Client and Consultant as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered herein. This Agreement may not be modified or altered except in writing signed by both parties. Any purchase order issued by Client, whether or not signed by Consultant, and any terms and conditions contained in such purchase order which are inconsistent with this Agreement shall be of no force and effect.

XX. SEVERABILITY

If any part of this Agreement is found unenforceable under applicable laws, such part shall be inoperative, null, and void insofar as it conflicts with said laws, but the remainder of this Agreement shall be in full force and effect.

XXI. CHOICE OF LAW/JURISDICTION

This Agreement shall be administered and interpreted under the laws of the State of New Hampshire. Jurisdiction of litigation arising from the Agreement shall be in that state.

XXII. NOTICES

All notices required under this Agreement shall be delivered by facsimile, personal delivery or mail and shall be addressed to the following persons:

Mark Allenwood, PE
Project Manager
Brown and Caldwell
One Tech Drive Suite 310
Andover, MA 01810-2435

Michael Bezanson, PE
City Engineer
City of Rochester
45 Old Dover Road
Rochester, NH 03867

Notice shall be effective upon delivery to the above addresses. Either party may notify the other that a new person has been designated by it to receive notices, or that the address or Fax number for the delivery of such notices has been changed, provided that, until such time as the other party receives such notice in the manner provided for herein, any notice addressed to the previously-designated person and/or delivered to the previously-designated address or Fax number shall be effective.

XXV

AUTHORIZATION

The persons executing this Agreement on behalf of the parties hereto represent and warrant that the parties have all legal authority and authorization necessary to enter into this Agreement, and that such persons have been duly authorized to execute this Agreement on their behalf.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

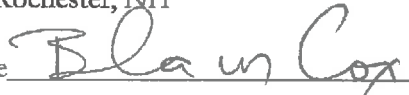
Brown and Caldwell

Signature 

Printed Name Deborah Mahoney

Title Senior Director Client Services

City of Rochester, NH

Signature 

Printed Name Blaine Cox

Title City Manager

Federal Tax ID number: 94-1446346

EXHIBIT A

DESCRIPTION OF PROJECT

The Environmental Protection Agency (EPA) has issued the *National Pollutant Discharge Elimination System Great Bay Total Nitrogen General Permit for Wastewater Treatment Facilities in New Hampshire*, Permit Number NHG58A000. This NPDES permit includes an Adaptive Management Framework Voluntary Submittal, which will require ambient water quality monitoring, ~~nitrogen~~ pollution tracking and reporting these findings to the EPA. These efforts related to the Adaptive Management Framework will be undertaken by the Piscataqua Region Estuaries Partnership (PREP), DES and other stakeholders with active participation by the GBE municipalities.

Deborah Mahoney
1-27-21
BMC

The Project will be BC's engagement with PREP and others regarding the research and monitoring plan currently being developed for the Great Bay Estuary (GBE). BC's tasks specific to the Project include Project Management and Administration, Existing Document Review, PREP Meeting Participation, Technical Support for Monitoring and Study Plans and Technical Support for Adaptive Management Framework.

These tasks will be completed by the BC team of Mark Allenwood, Clifton Bell, Dan Hammond, Stacy Villanueva, Kirk Westphal and Andrew Goldberg. Mark Allenwood will serve as project manager, assisted by Andrew Goldberg. Clifton Bell will serve as the lead scientist, and specifically lead project components that involve communication of technical positions to PREP, regulatory agencies, and other stakeholders. Clifton Bell, Dan Hammond, Stacy Villanueva and Kirk Westphal will provide technical support on individual tasks as needed.

EXHIBIT B

SCOPE OF SERVICES

The following tasks will be performed to engage with the Piscataqua Region Estuaries Partnership (PREP) regarding the research and monitoring plan currently being developed for the Great Bay Estuary (GBE).

Task 1 –Project Management and Administration

BC shall perform project management and administration while performing Engineering Services throughout the project. Project management and administration shall include:

- i) Preparation of monthly invoices;
- ii) Preparation of monthly summaries of work;
- iii) Routine project management.

A total of 16 hours has been budgeted for Task 1.

Task 2- Existing Document Review

The initial task will involve review and comment on the existing documentation related to the recently issued Great Bay Total Nitrogen General Permit and the PREP monitoring initiative. The specific documents to be reviewed as a part of this task are:

- Great Bay Total Nitrogen General Permit
- EPA Response to Comments on the Great Bay General Permit
- PREP – RAMP document
- PREP Prospectus
- McDowell Pre-Proposal

Review of these documents is necessary to understand the current status of the PREP initiative, the intersection(s) between the General Permit and the PREP effort, and prepare action items in the best interests of the affected municipalities. Following review of these documents, BC will prepare a tech memo summarizing the current plan to date and providing recommended action items for involvement with PREP.

A total of 64 hours has been budgeted for Task 2.

Task 3 – PREP meeting participation

BC will participate in upcoming PREP working group meetings regarding the research and monitoring initiative. This scope assumes all meeting participation will occur virtually and no travel is included in this scope. Based on PREP's previous schedule, meetings are generally assumed to occur quarterly. Additional meetings with participating municipalities, DES, or other stakeholders might take place. Therefore, this scope assumes participation in five meetings between January and June 2021. This task

January 4, 2021

includes prep for each meeting, meeting participation, and an email summary of meeting notes and any proposed action items submitted to Rochester, Dover, and Portsmouth within seven working days of the meeting.

A total of 74 hours has been budgeted for Task 3.

Task 4 – As-Needed Technical Support for Monitoring and Study Plans

BC anticipates new documents or revised versions of current documents will be developed by PREP and/or EPA as this process continues. The number of documents or level of review needed cannot be anticipated at this time. Therefore, BC has included an as-needed task to cover additional technical support that may arise during our engagement with PREP and their research and monitoring initiative. Examples of activities that could be accomplished under this task include additional literature reviews, independent data analyses, reviews of PREP/agency documents, and drafting of letters or other communications to advocate technical positions.

A total of 120 hours has been budgeted for Task 4.

Task 5 - As Needed Technical Support for Adaptive Management Framework

The general permit provides the option for permittees to submit an adaptive management framework within 180 days of the effective date. This task includes technical activities to make progress on the adaptive management framework through June 1, 2020. This could include the development of recommendations for monitoring, tracking nitrogen reductions, developing water quality endpoints, or modeling. As with Task 3, Task 4 is limited by the available labor hours and will be managed accordingly. This task does not include the complete development of an adaptive management framework document, which it is assumed will occur after June 2020.

A total of 56 hours has been budgeted for Task 5.

EXHIBIT C
COMPENSATION

For the work described in Exhibit B, compensation shall be a not to exceed fee of \$65,530.00, including labor and expenses.

INTERMUNICIPAL AGREEMENT - COST ALLOCATION SHARE RANGES (Comparison)

FACILITY			Annual Cost Ranges					
	DESIGN FLOW	SHARE						
NAME			\$	100,000.00	\$	250,000.00	\$	500,000.00
Large (> 2 MGD)								
Rochester	5.03	18.65%	\$	18,652.43	\$	46,631.07	\$	93,262.14
Portsmouth	6.13	22.73%	\$	22,731.49	\$	56,828.72	\$	113,657.43
Dover	4.70	17.43%	\$	17,428.71	\$	43,571.77	\$	87,143.55
Exeter	3.00	11.12%	\$	11,124.71	\$	27,811.77	\$	55,623.54
Durham	2.50	9.27%	\$	9,270.59	\$	23,176.47	\$	46,352.95
Somersworth	2.40	8.90%	\$	8,899.77	\$	22,249.42	\$	44,498.83
Subtotal	23.76	88.11%	\$	88,107.69	\$	220,269.22	\$	440,538.44
Small (<2 MGD)								
Pease ITP	1.20	4.45%	\$	4,449.88	\$	11,124.71	\$	22,249.42
Newmarket	0.85	3.15%	\$	3,152.00	\$	7,880.00	\$	15,760.00
Epping	0.50	1.85%	\$	1,854.12	\$	4,635.29	\$	9,270.59
Newington	0.29	1.08%	\$	1,075.39	\$	2,688.47	\$	5,376.94
Rollinsford	0.15	0.56%	\$	556.24	\$	1,390.59	\$	2,781.18
Newfields	0.12	0.43%	\$	433.86	\$	1,084.66	\$	2,169.32
Milton	0.10	0.37%	\$	370.82	\$	927.06	\$	1,854.12
Subtotal	3.21	11.89%	\$	11,892.31	\$	29,730.78	\$	59,461.56
TOTAL DESIGN FLOW	26.97	100.00%						

AMENDMENT TO RENEW AND UPDATE
INTERMUNICIPAL AGREEMENT
FOR DEVELOPMENT OF AN ADAPTIVE WATER QUALITY MANAGEMENT PLAN
FOR GREAT BAY ESTUARY

The parties to this Amendment to Renew and Update the Intermunicipal Agreement for Development of an Adaptive Water Quality Management Plan for Great Bay Estuary are the current members of the Municipal Alliance for Adaptive Management consisting of the New Hampshire communities of City of Dover, Town of Epping, Town of Exeter, Town of Milton, Town of Newington, City of Portsmouth, City of Rochester and Town of Rollinsford and the Maine districts/communities of Berwick Sewer District and South Berwick Sewer District (collectively “the Parties”).

WHEREAS, the Parties seek to renew and update the Intermunicipal Agreement for Development of an Adaptive Water Quality Management Plan for Great Bay Estuary (“IMA”) which was formed in response to the U.S. Environmental Protection Agency Region I (“EPA”) issuing the Great Bay Total Nitrogen General Permit (NPDES Permit No. NHG58A000) on November 24, 2020 (the “General Permit”);

WHEREAS, the State of Maine Department of Environmental Protection (“MDEP”) has begun to issue updated National Pollutant Discharge Elimination System permits for Maine sewer districts and communities that discharge to the Great Bay Estuary, and those updated permits include language relative to adaptive management similar to that contained in the General Permit;

WHEREAS, Maine districts and communities subject to those updated permits that join this IMA shall be known as the ME-Dischargers;

WHEREAS, the Parties have determined that it is in their interest to continue with the benefits of the IMA including sharing information among members, State and federal regulators and stakeholder, participating in joint reporting as desired; and collaborating and coordinating their investments in study and analysis;

WHEREAS, it is anticipated that EPA and MDEP will continue to regulate the Parties’ discharge of nitrogen and other pollutants for the foreseeable future; and

WHEREAS, the IMA allows renewal pursuant to paragraph III and amendment pursuant to paragraph XI (A).

THEREFORE, the Parties renew and amend the IMA as set forth below (language to be deleted ~~stricken~~ and new language **bolded**),

1. Amend Part I, DEFINITIONS, Section A. as follows:

“Contribution Formula” that mechanism for allocating costs among the Members who are Permittees **and ME-Dischargers**.

2. Amend Part III, *DURATION OF AGREEMENT*, as follows:

The term of this Agreement runs from March 1, 2021 to **June 30, 2031**~~February 28, 2026~~. This Agreement may be renewed for an additional term to be determined by vote of the majority of the Members.

3. Amend Part V, *EXECUTIVE BOARD*, Section C, *Membership of Executive Board*, second paragraph as follows:

At-Large Members of the Executive Board members shall be nominated at the Members' Organizational Meeting and serve through the expiration of the term of this Agreement. If this Agreement is renewed by the Members for an additional term, the Members will elect/re-elect At-Large Executive Board members at the meeting in which an extension of the term of this Agreement is made. ~~At-Large Executive Board Members must be Permittees.~~

4. Amend Part VI, *MEETINGS*, Section B, *Executive Board Meetings* as follows:

The Executive Board shall meet at least ~~biannually~~ **annually** or more frequently at the call of the Chair at such times and places that are mutually convenient. ~~The meetings of the Executive Board are not public meetings as that term is defined in NH RSA 91-A.~~ **The Executive Board may delegate to the Chair or other officers the preparation of agendas for both Member and Executive Board meetings and the development of the Recommended Annual Contribution to be presented to the Members.**

5. Amend Part VII, *WORK AND COST-SHARING*, Section B, *Participation in Water Quality Monitoring, Data Gathering and Analysis* as follows:

Members are expected to participate in the planning and cost of ambient water quality monitoring, data gathering and water quality analysis along with other stakeholders ("Annual Contribution for Monitoring"). The recommended formula for such cost sharing for Members who are Permittees is set forth in Attachment 4 ("Contribution Formula"). **The recommended formula for such cost sharing for Members who are ME-Dischargers is set forth in Attachment 5 ("ME-Dischargers Contribution Formula").** The Contribution Formula ~~or ME-Dischargers Contribution Formula~~ may be amended by a majority vote of the Members who are also Permittees **or ME-Dischargers respectively.**

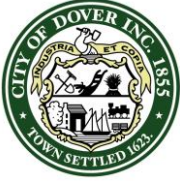
6. Amend Part VII, *WORK AND COST-SHARING*, Section C, *Recommended Annual Contribution for Monitoring* as follows:

For Execution

The Annual Contribution for Monitoring, in the aggregate for all Members, shall be no less than \$200,000 ~~and no more than \$500,000~~. The Executive Board shall ~~cause to be developed~~ a Recommended Annual Contribution for Monitoring to be presented to the Members at the Members Annual Meeting in the fall of each calendar year. The Members who are Permittees **or ME-Dischargers** shall vote on and set the Recommended Annual Contribution for Monitoring. Members shall make good faith efforts to budget and appropriate the funds in accord with the Recommended Annual Contribution for Monitoring and Contribution Formula adopted at the Members Meeting.

7. All other terms and conditions of the IMA remain in effect.

Signatures on a Separate Page(s)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2026.01.28 - 106**

Resolution Re: Approval of License Agreement for Mechanic Street Realty Trust, LLC

WHEREAS: The City is the owner of a certain parcel in the City of Dover, County of Strafford, State of New Hampshire, being more particularly shown as Map 25 Lot 95 currently utilized as a forty-five (45) space parking lot ("City Parcel"), as shown on a certain plan entitled "Proposed Site Development Plan prepared for Changing Places, LLC Tax Map 29, Lot 104, Portland Avenue and School Street, City of Dover, County of Strafford, State of New Hampshire".

WHEREAS: Mechanic Street Realty Trust, LLC is the owner of a certain lot or parcel of land on Mechanic Street in the City of Dover, County of Strafford and State of New Hampshire, depicted on the Plan, and being further designated by the City of Dover as Tax Map 25, Lot 101. ("Licensee's Parcel")

WHEREAS: Mechanic Street Realty Trust, LLC requests a license upon, over, and across the City Parcel for the benefit of Licensee's Parcel in order to park motor vehicles.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The City Manager is hereby authorized to finalize and sign a license agreement allowing Mechanic Street Realty Trust, LLC to utilize parking spaces within the City Parcel.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

First Reading Date:

Public Hearing Date:

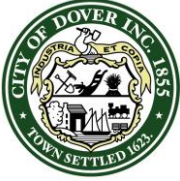
Approved Date:

Effective Date:

DOCUMENT ACTIONS:

Document Created by: Legal
Document Posted on: January 23, 2026

R-2026.01.28 Approval of License Agreement for
Mechanic Street Realty Trust, LLC
Page 1 of 2



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.3.

Resolution Number: **R – 2026.01.28 - 106**

Resolution Re: Approval of License Agreement for Mechanic Street Realty Trust, LLC

VOTING RECORD

Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Councilor Lindsey Williams, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Please see attached draft License Agreement for background material.

LICENSE AGREEMENT

This LICENSE AGREEMENT ("**LICENSE**"), is made as of the _____ day of January, 2025 by and between the **CITY OF DOVER, NEW HAMPSHIRE**, a New Hampshire municipal corporation having offices at 288 Central Avenue, Dover, New Hampshire 03820 ("**City**"), and **MECHANIC STREET REALTY TRUST, LLC** with an address of 23A Middle Street, Newburyport, Ma 09150 ("**Licensee**").

RECITALS

A. The City is the owner of a certain parcel in the City of Dover, County of Strafford, State of New Hampshire (the "**City Parcel**" or "**Parcel**"), being more particularly shown as Map 25 Lot 95 currently utilized as a forty five (45) space parking lot, as shown on a certain plan entitled "Proposed Site Development Plan prepared for Changing Places, LLC Tax Map 29, Lot No. 104, Portland Avenue and School Street, City of Dover, County of Strafford, State of New Hampshire"; dated: May 22, 2014, revised through September 22, 2014; scale: 1"=20'; prepared by: McEneaney Survey Associates, Inc.

B. Licensee is the owner of a certain lot or parcel of land on Mechanic Street in the City of Dover, County of Strafford and State of New Hampshire, depicted on the Plan, and being further designated by the City of Dover as Tax Map 25, Lot 101 (the "**Licensee's Parcel**")

C. On *Month XX*, 2026, the Planning Board for the City of Dover, New Hampshire Approved the Licensee's Site Plan prepared by Ranger Engineering Group, Inc for the development of a mixed-use building (the "**Project**") on the Licensee's Parcel.

D. Licensee requests a license upon, over, and across the City Parcel for the benefit of Licensee's Parcel in order to park motor vehicles and the City agrees to issue such license pursuant to the terms and conditions as more fully set forth in this License.

E. The Parking Commission endorsed this license at its November 18, 2025 meeting and the Dover City Council authorized it at its January 28, 2026 meeting.

LICENSE

Now therefore, in consideration of the mutual covenants herein set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City grants the following to the Licensee:

1. License. The City hereby grants to licensee, and Licensee accepts from the City, a license over the City Parcel, as depicted on the Plan, to park up to twelve (12) motor vehicles.

The rights granted with this License pertain solely to the parking of up to twelve (12) motor vehicles on the surface of the City Parcel as well as the related rights to drive, walk, and/or stand upon and across the City Parcel. The rights do not extend to the air rights above the City Parcel with the exception of those needed for the parking of motor vehicles. The rights also do not extend to any below-ground areas, utilities, wires, pipes, lines or other services, but for drainage, wiring necessary for the electrification of lighting, and irrigation piping necessary to provide water to vegetation beds. The City maintains the right to access said below ground areas and/or utilities through the Parking Area as necessary. The City also retains any and all rights with respect to the use of the surface of the remaining fifteen (15) parking spaces within the City Parcel.

The Licensee shall be permitted to allow principals of the company, owners, employees, agents, tenants, guests, invitees, and assigns of the owners and/or principals together with any owner of any condominium/subdivision of the building together with their occupants, employees, agents, guests, and/or tenants of the Parcel to utilize the City Parcel for the parking of lawfully registered motor vehicles consistent with this License and subject to the applicable ordinances, regulations and laws governing the parking of motor vehicles on the City's public ways. These permits are not transferable to the general public, nor is the Licensee authorized to profit off the permits, but may directly charge no more than the per space fee for their use.

The Licensee will receive twelve (12) parking permits for use in the lot, and must display said permits when utilizing the parking spaces laid out and maintained. Vehicles parked on the City Parcel without displaying the appropriate permit or authorization may be ticketed and/or towed by the City consistent with its parking program. Monthly, the Licensee shall be charged the Development Required Permit rate in the fee schedule, for each of its parking permits, which is currently fifty dollars (\$50) per space/month, but may change over time. Payment shall be made monthly, due the 1st of each month, or other agreed upon payment schedule, for each of the parking permits through the City of Dover's Parking Bureau office. Should the City install a parking meter kiosk and institute an hourly charge for the use of the lot, the Licensee shall be exempt from said hourly charge. If the Portland Avenue Lot permit rate (currently \$30.00/month) ever exceeds the Development Required Permit rate, the Portland Avenue Lot permit rate will apply.

2. Term. The term of this License is for ten (10) years beginning upon the issuance of the first Certificate of Occupancy for the approved site plan. The term shall renew for a further ten (10) year term, unless the Licensee notifies the City within 180 days of the termination of the term, that it does not wish to renew.

After year 10 and at the conclusion of the initial term and any ten (10) year term thereafter, the Licensee shall have the option to reduce the number of permits purchased, however, electing to do so eliminates future preferential purchase of said permits.

3. Indemnification. Licensee shall indemnify the City against claims and demands for damages to person or property, costs, expenses (including reasonable attorneys' fees and costs), arising from Licensee's exercise of its rights and the performance of its duties and obligations hereunder, except if caused by the negligence or misconduct of the City, its agents, contractors, subcontractors and/or employees. Notwithstanding any provision contained in this License to the contrary, no member, manager, officer, or employee of Licensee shall have any personal liability hereunder.

5. Transferability and Assignment. This License is transferable or assignable, in whole, to subsequent owners, of the Licensee's Parcel. This License is not otherwise transferable or assignable, in whole or in part, without the written consent of the City. Any person or entity to which the License is transferred or assigned shall assume the rights and responsibilities of the "Licensee" under the terms of this License, and shall execute any and all instruments required by the City affirming the same, including a new License. Notice of any/all transfers or assignments must be provided to the City in writing within ten (10) business days.

6. Notice. Any notice required to be given under this License shall be in writing, and shall be deemed properly served if delivered in person, or by overnight mail by a commercially recognized carrier, or on the third (3rd) day after deposit in the United States mail, as certified or registered mail, return receipt requested, postage prepaid, and sent as follows:

If to Licensee, at: Mechanic Street Realty Trust
C/o 11A Liberty Street
Newburyport, Ma 09150
Benjamin T. Legare, Trustee

And if to the City, at: City of Dover
288 Central Avenue
Dover, NH 03820
Attention: City Manager

8. Governing Law. This License shall be governed and construed in accordance with the laws of the State of New Hampshire.

9. Real Property Taxes. The Licensee shall pay real and personal property taxes pursuant to RSA 72:23 including assessments on structures and improvements of the Licensee. Failure of the Licensee to pay the duly assessed personal and real estate taxes when due shall be cause to terminate this License by the City.

11. Default. In the event that the Licensee has defaulted on its duties and obligations under this License and is so notified in writing return receipt requested at the time the duty and

obligation under the license has been defaulted upon and upon providing a second notice to the Licensee in writing return receipt requested ninety (90) days thereafter and that such default on its duties and obligations remains uncured for a period of one hundred eighty days (180) following the second written notice, the City shall have any and all rights and remedies available under this License, at law or in equity, including but not limited to termination of all or a portion of the License as well as reimbursement of any and all fees and costs, including reasonable attorney's fees, for the successful prosecution or enforcement of any such rights. The City may extend the cure period for such default in the event that the Licensee has undertaken such cure, but despite reasonable diligence, has been unable to complete the cure.

12. Other Matters. The City Parcel subject to this License is provided to the Licensee in "as is", "where is" and with all faults as to their physical condition. This License is subject to any and all matters of record pertaining to the City Parcel. This License was authorized by the Dover City Council pursuant to a Resolution approving the License, dated _____.

[SIGNATURES TO FOLLOW]

IN WITNESS WHEREOF, the parties have caused this License to be executed by their duly authorized representatives on the date first above written.

CITY OF DOVER, NEW HAMPSHIRE

Witness
Print Name: _____

By: _____
J. Michael Joyal, Jr., City Manager

STATE OF NEW HAMPSHIRE
COUNTY OF STRAFFORD

On this, the _____ of _____, 2026, before me, the undersigned Officer, personally appeared J. Michael Joyal, Jr., who acknowledged himself to be the City Manager of the City of Dover, and that he, as such City Manager, being authorized to do so, executed the foregoing instrument for the purposes therein contained and acknowledged the foregoing instrument to be his free act and deed in his said capacity and the free act of the City of Dover.

Notary Public
My Commission Expires: _____

GRANTEE:

MECHANIC STREET REALTY TRUST

Witness
Print Name:

By:
Duly Authorized

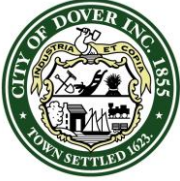
STATE OF _____
COUNTY OF _____

On this, the _____ of _____, 2026, before me, the undersigned Officer, personally appeared _____, who acknowledge himself to be a Member and Manager of _____, LLC a Massachusetts limited liability company and executed the foregoing instrument for the purposes contained herein and acknowledged the foregoing instrument to be his free act and deed in his said capacities and the free act and deed of _____, LLC.

Notary Public
My Commission Expires: _____

SCHEDULE A

52466358 v1



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.4.

Resolution Number: **R - 2026.01.28 - 107**
Resolution Re: Acknowledgement and Acceptance of the Great Bay
Watershed Signage Donation from Strafford Regional
Planning Commission

WHEREAS: Strafford Regional Planning Commission (SRPC) is installing educational signs at water access or viewing points along each of the seven rivers that flow to Great Bay through the Great Bay Signage Project. This project is funded through [Great Bay 2030](#) and is part of the [7 Rivers to the Coast](#) initiative; and

WHEREAS: The project team has identified several potential locations to install signage on City-owned property along the Cocheco and Bellamy Rivers in Dover. Project subcontractor Liz Durfee (EF Design & Planning, LLC) conducted site visits with city staff, Makayla Edgecomb and Erin Bassegio, on December 22, 2025, to confirm the proposed sign locations. Three sites were identified and listed in the attachment of this resolution; and

WHEREAS: The project is a collaboration of over 20 organizations working to protect and promote these important coastal waterways and their watershed through conservation, education, and community engagement; and

WHEREAS: As part of this effort, the group is donating educational signs, at no cost, to the City of Dover to be installed to promote public awareness of Dover's tidal rivers, encourage their recreational enjoyment, and support efforts to protect them; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL:

In accordance with NH RSA 31:95-e, Acceptance of Personal Property Donated to the City, the City Manager is authorized to accept the donated signs with a value of approximately \$500. The City Council, in a majority vote, accepts the terms and requirements of the donation, and authorizes the City Manager to sign any necessary paperwork for the acceptance.

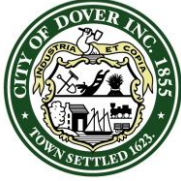
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal
Form and Compliance: Jennifer Perez
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.A.4.	
Resolution Number: R - 2026.01.28 - 107 Resolution Re: Acknowledgement and Acceptance of the Great Bay Watershed Signage Donation from Strafford Regional Planning Commission		

DOCUMENT HISTORY:

First Reading Date: Approved Date:	Public Hearing Date: Effective Date:
---------------------------------------	---

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Under this resolution, Dover shall assume full responsibility for the installation of the signs and shall thereafter be solely responsible, at its own cost and expense, for the continued maintenance, repair, and replacement of the signs, including ensuring compliance with all applicable safety standards, ordinances, and regulations. The Strafford Regional Planning Commission’s obligations under this grant are limited to the funding of sign design and fabrication.

See attached PDF documentation

To: Makayla Edgecomb

From: Liz Durfee, EF Design& Planning, LLC, Great Bay Signage Project Team Subcontractor

CC: Jen Cysz, Strafford Regional Planning Commission

Date: January 1, 2026

Subject: Installation of Educational River Signage

Strafford Regional Planning Commission (SRPC) is installing educational signs at water access or viewing points along each of the seven rivers that flow to Great Bay through the Great Bay Signage Project. This project is funded through [Great Bay 2030](#) and is part of the [7 Rivers to the Coast](#) initiative.

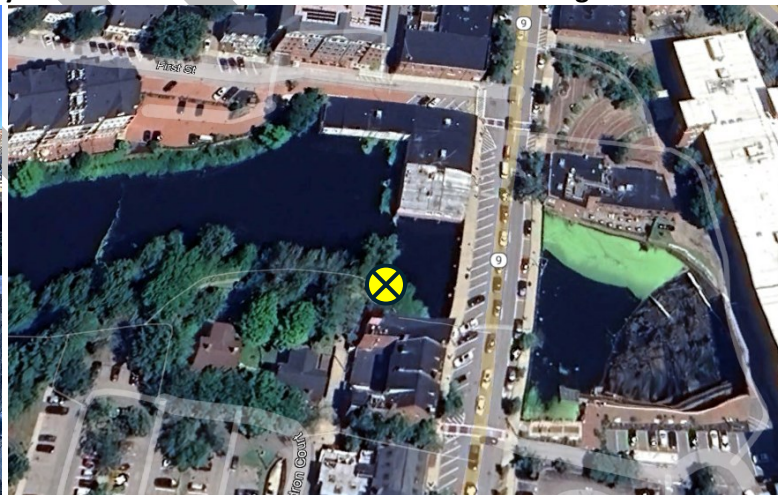
Sign Locations

The project team has identified several potential locations to install signage on City-owned property along the Cocheco and Bellamy Rivers in Dover. Project subcontractor Liz Durfee (EF Design & Planning, LLC) conducted site visits with Makayla Edgecomb and Erin Bassegio on December 22, 2025, to confirm the proposed sign locations. Three sites were identified:

Site 1: Bellamy Park at the new Community Trail link located near the southwest edge of the parking lot



Site 2: Riverwalk approximately 60 feet west of Central Ave behind the existing fence



Site 3. Watson Road Community Trail trailhead near the existing kiosk at the northeast side of the parking lot



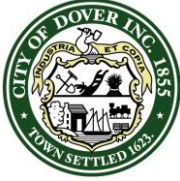
An additional sign for the future Cocheco waterfront park was discussed with staff but a specific location was not determined.

Installation & Maintenance

Each 12x18" sign will be installed on a freestanding pole at each site. SRPC is asking for assistance with installation from City staff or volunteers if possible.

Sign Design

A pdf with the proposed signs 12"x18" signs for the Bellamy and Cocheco Rivers is attached. A 'you are here' symbol and key will be affixed on the map of each sign to help sign viewers orient themselves within the Great Bay Watershed. The QR code for the 7 Rivers to the Coast website (7rivers2coast.org) will be updated prior to fabrication.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2026.01.28 - 108**

Resolution Re: B26038 Plumbing and Heating Services As Needed

WHEREAS: Requests for sealed Bid # B26038 was issued and received for Plumbing and Heating Services As Needed on January 7, 2026 @ 2:00 p.m. with rates to hold for (1) one year and with option to renew (3) three additional year terms subject to annual review, funding availability and vendor satisfaction, and;

WHEREAS: Three (3) replies were received, but one bidder failed to provide the required time and Material rates. It is the intent to award more than one vendor to meet the growing needs of the city. Two (2) successful bidders, Dennis Munson Plumbing & Heating and Hart Plumbing and Heating Past are being recommended by Community Services, and;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue purchase orders to Dennis Munson Plumbing & Heating or Hart Plumbing and Heating of Portsmouth, NH given the rates provide in conjunction with B26038. The City Manager, or designee, is hereby authorized to contract with the vendor(s), consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
xxxx.1.xxx.xxxxx.4433	Maintenance of Equipment	500,172.62	110,985.86
xxxx.1.xxx.xxxxx.4431	Maintenance of Building	507,606.04	232,243.04

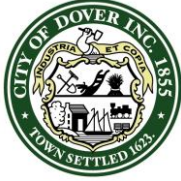
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal
Form and Compliance: Jennifer Perez
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2026.01.28 - 108**

Resolution Re: B26038 Plumbing and Heating Services As Needed

DOCUMENT HISTORY:

First Reading Date:

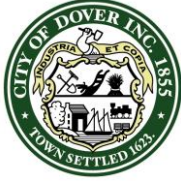
Public Hearing Date:

Approved Date:

Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.5.

Resolution Number: **R – 2026.01.28 - 108**

Resolution Re: B26038 Plumbing and Heating Services As Needed

RESOLUTION BACKGROUND MATERIAL:

The plumbing contractor must be licensed in the state of New Hampshire, and have general knowledge of residential and commercial plumbing systems. The contractor must have their own vehicle, tools & meters. The contractor must be able to respond to emergencies within a 2-hour time frame. The successful bidder must have at least five (5) years experience in the field.

Rates are to be for a one (1) year period of time (2/01/2026 - 2/01/2027), to be renewed for each of three (3) additional years, subject to funding availability, annual pricing review and negotiations at the end of each annual period.

Bid Information:

Sealed Bid # B26038 was issued and received for an as needed Plumbing Services contractor on January 7, 2026.

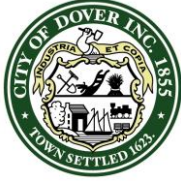
Award Information:

A purchase order will be issued to the vendor selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	yes
Invitations Mailed:	105	Number of Responses:	3 but one non-compliant
Warranty:	Per manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	1 yr	Estimated Delivery:	As needed
Recommended Award to:	Dennis Munson Plumbing & Heating and Hart Plumbing and Heating	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation

[B26038 Bid Documents and Vendor List](#)



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2026.01.28 - 109**
Resolution Re: B25044 Construction Equipment Rental – Sidewalk
Concrete Repairs – S.U.R. Construction

- WHEREAS: A sealed Request for Proposal #B25044 was issued and received for Construction Equipment Rentals on March 14, 2025 at 2:00 p.m. and the City received eight (8) responses meeting specifications for both different and similar types of construction equipment with varying hourly rates; and
- WHEREAS: The City received three (8) bid replies which were reviewed for necessary experience, equipment type, as well as cost, and all were approved by council per [R-2025.03.26-35](#); and;
- WHEREAS: In October of 2025, S.U.R. Construction began work on sidewalk concrete repairs, and;
- WHEREAS: On December 22, 2025, the City received an invoice in the amount of \$41,850.00 for sidewalk repairs of Upper Square, and;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue purchase orders to S.U.R. Construction per rates provided in conjunction with Bid #B25044. The City Manager, or designee, is hereby authorized to contract with the vendor, consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
1000.1.300.43121.4753.00000	Street - Sidewalks	210,000.00	106,840.85

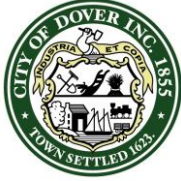
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal
Form and Compliance: Jennifer Perez
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

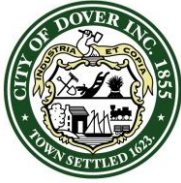
Resolution Number: **R – 2026.01.28 - 109**
Resolution Re: B25044 Construction Equipment Rental – Sidewalk
Concrete Repairs – S.U.R. Construction

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.6.

Resolution Number: **R – 2026.01.28 - 109**
Resolution Re: B25044 Construction Equipment Rental – Sidewalk
Concrete Repairs – S.U.R. Construction

RESOLUTION BACKGROUND MATERIAL:

Under a separate contract, the City engaged SUR Construction to help install new street lights as part of the Downtown Street Lighting Project. During work to get new street lights installed and activated, some segments of sidewalk had to be excavated in order to repair or replace damaged buried electrical conduit. SUR subsequently had to patch and repair some sidewalk panels as part of the lighting improvements project. Concurrently, while SUR was pouring and repairing concrete sidewalks impacted by the new electrical lighting conduit, they were tasked as part of annual sidewalk maintenance to address several other ‘problematic’ concrete sidewalk panels that needed attention. For example, there had previously been a trip and fall in the vicinity of 446 Central Avenue, attributed to differential elevations of abutting sidewalk panels.

Engineering staff directly monitored and inspected the sidewalk work, and labor and equipment rates were in compliance with RFP #B25044 – Construction Equipment Rental rates.

Bid Information:

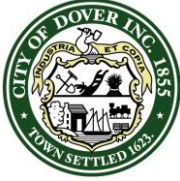
A sealed Request for Proposal #B25044 was issued and received for Construction Equipment Rentals on March 14 2025 at 1:00 p.m.

Award Information:

A purchase order will be issued on an as-needed basis to vendors selected to authorize expenditures as outlined in this resolution.

Purchasing Information:

Type:	Purchase Order	Advertised:	Yes
Invitations Mailed:	129	Number of Responses:	8
Warranty:	N/A	Terms:	Net 30, FOB Dover
Work Bonded:	No	Contract:	Yes
Prices will hold for:	One Year	Estimated Delivery:	As-Needed
Recommended Award to:	Various as identified in this resolution.	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval subsequent to a bid solicitation.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2026.01.28 - 110**

Resolution Re: Authorization to Purchase Computer Equipment State of NH Contract with Dell Marketing LP

WHEREAS: The State of Minnesota, in partnership with the National Association of State Procurement Officials (NASPO), solicited bid #29720 for computer equipment, peripherals & related services; and,

WHEREAS: In 2023, Dell Marketing LP was awarded NASPO Master Agreement 23026 through June 2025. NASPO renewed its agreement with Dell Marketing LP through June 30, 2026. The pricing and terms and conditions, are extended to non-profits, counties, cities, towns, schools, colleges and universities; and,

WHEREAS: In September 2023, the State of NH entered into a Participating Agreement with Dell Marketing, LLP, via Contract 8003325; and,

WHEREAS: On January 20, 2026, the City received a quote from Dell for computer and computer equipment items in the amount of \$37,748.84.

WHEREAS: Per 5-29A, Exemptions to Formal Bidding: The purchasing agent may, with approval of the city manager, waive bidding procedures when purchasing can be accomplished through the State of New Hampshire or at state bid prices, other governmental agencies or cooperative buying groups.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The Purchasing Agent is hereby authorized to issue purchase order to Dell Marketing, LLP for the purchase of computer equipment and related equipment at costs that correspond with prices provided in the State of New Hampshire Contract 8003325. The City Manager, or designee, is hereby authorized to contract with the vendor(s), consistent with the Purchase Order authorized herein. The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
6100.1.550.49200.4745.09100.24	DoverNet Computers & Communications Equip	\$103,132.24	\$77,559.46
6100.1.550.49200.4745.09100.25	DoverNet Computers & Communications Equip	\$179,798.00	\$179,798.00

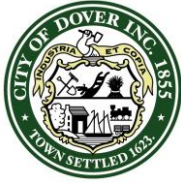
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal: Jennifer Perez
Form and Compliance: Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2026.01.28 - 110**

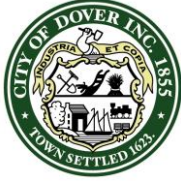
Resolution Re: Authorization to Purchase Computer Equipment State of
NH Contract with Dell Marketing LP

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.A.7.

Resolution Number: **R – 2026.01.28 - 110**
Resolution Re: Authorization to Purchase Computer Equipment State of
NH Contract with Dell Marketing LP

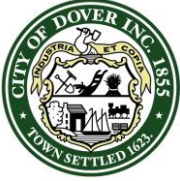
RESOLUTION BACKGROUND MATERIAL:

The City is seeking approval to purchase various computer equipment and accessories in the amount of \$37,748.84 for the purpose of replacing two host servers approaching retirement as planned and included in the DoverNet adopted budget.

Additional computer related equipment and supplies in the amount of \$76,342.00 in FY26 is anticipated to be spent on various computer and equipment from Dell Marketing LP

Purchasing Information:

Type:	Purchase Order	Advertised:	N/A
Invitations Mailed:	N/A	Number of Responses:	N/A
Warranty:	Per Manufacturer	Terms:	Net 30, FOB Dover
Work Bonded:	N/A	Contract:	Yes
Prices will hold for:	Until receipt	Estimated Delivery:	As needed
Recommended Award to:	Dell Marketing LP	Fund:	Various
Other Approvals Required:	No	References Checked:	Satisfactory
Previously Worked for City:	Yes	Reason for Council Approval:	Purchase to exceed the \$25,000 amount requiring Council approval



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2026.01.28 - 111**
Resolution Re: Authorization to Move City Commercial Size Electricity
Accounts to Eversource

- WHEREAS: On January 25, 2023, the City Council approved the City's Electric Aggregation Plan ("EAP"), and on March 21, 2023 the New Hampshire Public Utilities Commission approved Dover's EAP; and
- WHEREAS: The Community Power Coalition of New Hampshire (CPCNH) announced the supply rate for the February 1st – July 31st 2026 period for residential and commercial accounts which is outlined in the background attachment of this resolution. The City is seeking approval to move the GV accounts to Eversource default supply while maintaining all others with CPCNH for the upcoming rate cycle; and
- WHEREAS: A Community Power representative calculated the estimated savings for the municipal accounts if the Council should wish to remove the City accounts from CPCNH and move them to Eversource. The estimated savings in this six-month period are calculated at \$154,000. The savings attributed to the GV accounts is \$105,000.
- NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The Purchasing Agent is hereby authorized to issue a purchase order to Eversource Energy for the electricity needs of select city accounts. The City Manager, or designee, is hereby authorized to contract with the vendor consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
XXXX.1.XXX.XXXXX.4622.XXXX	City Wide Electricity	2,086,960.00	1,181,807.00

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

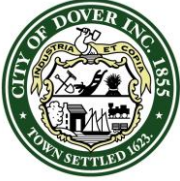
Approved as to Legal
Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vanslyvong-
Bizier
City Clerk

DOCUMENT HISTORY:

Document Created by: Purchasing
Document Posted on: January 23, 2026

R-2026.01.28 Authorization to Move City Commercial Size
Electricity Accounts to Eversource
Page 1 of 2



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.1.

Resolution Number: **R - 2026.01.28 - 111**
Resolution Re: Authorization to Move City Commercial Size Electricity
Accounts to Eversource

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Attached please find CPCNH Rate Announcement Memo Dated January 20, 2026.

To: J. Michael Joyal Jr., City Manager
From: Lexi Merchant, Resilience Coordinator
Date: January 20, 2026
Re: CPCNH Rate Announcement

ISSUE:

Community Power New Rates for the Period of February 1st, 2026 – July 31st, 2026

INTENT:

This memo will provide an overview of the new rates and options the City has regarding the City’s electrical accounts supply.

GOAL:

Provide Information for City Council to make an informed decision

ATTACHED:

Dover Community Power Electric Aggregation Plan

BACKGROUND

Community Power Coalition of New Hampshire (CPCNH)

The Community Power Coalition of New Hampshire (CPCNH) is a nonprofit, community driven organization that helps cities, towns and counties take charge of their electricity supply, save money, and invest in a clean energy future. The mission of CPCNH is to power New Hampshire communities with local energy solutions, education, and advocacy.

Dover Community Power

On January 25th of 2023, Dover City Council adopted the Dover Community Power Electric Aggregation Plan (attached). Dover Community Power combines the buying power of residents and businesses with the goal of achieving competitively priced electricity. CPCNH has increased competition in the electricity supply space and has provided renewable energy options for customers. The latest Cost Allocation and Benefit report has the cumulative savings for Dover since joining at \$994,338 through September. Residents of Dover have CPCNH as their default service provider. The City of Dover also currently has City or municipal accounts with CPCNH. Residents and City accounts alike are free to “opt out” of CPCNH and be placed back on Eversource default supply. Additionally, customers can choose the level of renewable content under CPCNH.

Feb – July Residential Rates

CPCNH announced the supply rates for the Feb 1st-July 31st 2026 period on December 22nd, 2025. The rates for residential customers are listed in the table below.

Community Power Supply Rates Effective Feb. 1 – July 31, 2026 For Eversource Residential Customers			
Power Options	Renewable Content [†]	Rate (¢/kWh)	Estimated Cost of Supply per Month*
Clean 100	100%	17.663¢	~ \$115/month
Clean 50	50%	15.763¢	~ \$102/month
Granite Plus	33%	15.063¢	~ \$98/month
Granite Basic	25.2% [†]	14.663¢	~ \$95/month

Eversource’s residential rate was approved by the Public Utilities Commission and announced shortly thereafter. Residential customers will pay 11.196 cents per kWh if they choose Eversource.

CPCNH noted in their [press release](#) that the rates include an adder to build up joint reserves to a level sufficient to retire financing obligations in 2026. This positions CPCNH to offer more competitive rates in the future by building sufficient community reserves.

In addition to these press releases from CPCNH and Eversource, the Resilience Coordinator and Media Services released multiple articles in the Dover Download and the Planning e-newsletter to inform residents of the change. Residents could also hear about the rate change on the Dover Download Podcast.

Feb – July Commercial Rates

For the commercial supply, the rates have several classes. The rates for the Outdoor Lighting (OL) and General Service (G) supply class are listed below:

Community Power Supply Rates Effective Feb. 1 – July 31, 2026			
For Eversource General Service & Outdoor Lighting Customers			
Power Options	Renewable Content [†]	Rate (¢/kWh)	Estimated Cost of Supply per Month*
Clean 100	100%	17.258¢	~ \$112/month
Clean 50	50%	15.358¢	~ \$100/month
Granite Plus	33%	14.658¢	~ \$95/month
Granite Basic	25.2% [†]	14.258¢	~ \$93/month

Eversource's OL/G rates are proposed to be 11.303 ¢/kWh and that rate is stable for the six-month period.

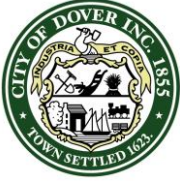
Mid Commercial customers (GV) rates are listed below: (note that the rates change monthly)

Community Power Supply Rates Effective Feb. 1 – July 31, 2026						
For Eversource GV (Mid Commercial) Customers						
	FEB	MAR	APR	MAY	JUN	JUL
Clean 100	23.696¢	16.751¢	14.450¢	13.788¢	14.799¢	17.068¢
Clean 50	21.796¢	14.851¢	12.550¢	11.888¢	12.899¢	15.168¢
Granite Plus	21.096¢	14.151¢	11.850¢	11.188¢	12.199¢	14.468¢
Granite Basic	20.696¢	13.751¢	11.450¢	10.788¢	11.799¢	14.068¢

Eversource GV proposed rates are detailed in the table below:

	February	March	April	May	June	July
Eversource GV	13.100 ¢	7.415 ¢	6.218 ¢	6.098 ¢	6.793 ¢	8.601 ¢

These commercial rates represent the rates that the municipal load is subject to. The City accounts are currently with CPCNH are not locked into any contract at this time and may be moved to Eversource or a third-party supplier. A Community Power representative has calculated the estimated savings for the municipal accounts if the Council should wish to remove the City accounts from CPCNH and move them to Eversource. The savings in this six-month period are calculated at \$154,000. The majority of this is related to the City's municipal GV accounts, some of which would need to migrate to Eversource to be served by on-site solar in the future. Moving the GV accounts and keeping the G and OL accounts with Dover Community Power would result in a cost savings of \$105,000. Starting this summer, the municipal accounts will also benefit from the agreement with Poverty Plains solar array through CPCNH, which is estimated to provide \$50,000 annually.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2026.01.28 - 112**
Resolution Re: Authorization to Purchase a New 2026 Spartan Smeal 100'
Rear-mount Tower Ladder Fire Truck

WHEREAS: The Dover Fire & Rescue's fleet has been aging, and while the FY 2026 CIP appropriately addresses long-term replacement needs, current operational realities, combined with unusual market opportunities, justify accelerating the following purchase. This vehicle will provide immediate operational benefits and measurable financial advantages, representing responsible and proactive fiscal management; and

WHEREAS: Through an aggressive and targeted search, we have identified a 2026 Spartan Smeal 100-foot rear-mount platform in the amount of \$2,017,368.00 (including trade in of 2008 Spartan Smeal Tower) currently in production that has become unexpectedly available. This presents a rare opportunity to significantly reduce both cost and delivery time. This unique opportunity replaces a high-risk, unreliable apparatus with a modern platform year sooner than planned, at a significantly lower cost, while avoiding further investment in an aging vehicle nearing the end of its service life; and

WHEREAS: **Per Chapter 5, Administrative Code Article III Purchasing Procedure 5-28b Formal Bidding Purchases; Waiver;** Formal bidding may be waived by a majority vote of the City Council, which may be done at the time of making the award.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The Purchasing Agent is hereby authorized to issue a purchase order to Greenwood Emergency Vehicles, LLC in the amount of \$2,017,368.00 for a 2026 Fire Tower Ladder Truck. The City Manager, or designee, is hereby authorized to contract with the vendor consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
4021.1.220.42120.4742.02151.26	Aerial Tower Replacement	3,000,000.00	3,000,000.00

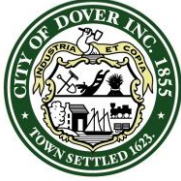
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.B.2.	
Resolution Number: R - 2026.01.28 - 112 Resolution Re: Authorization to Purchase a New 2026 Spartan Smeal 100' Rear-mount Tower Ladder Fire Truck		

DOCUMENT HISTORY:

First Reading Date: _____ Approved Date: _____	Public Hearing Date: _____ Effective Date: _____
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DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

This proposal requests approval to purchase a critical fleet asset already approved in the FY 2026 Capital Improvement Plan: A 100-foot rear-mount Tower Platform. Advancing this purchase presents a unique opportunity to achieve substantial cost savings, significantly reduce delivery timelines, improve fleet reliability, and responsibly address an aging apparatus fleet that is increasingly impacting operations.

Tower (Truck 1) - Purchase Opportunity

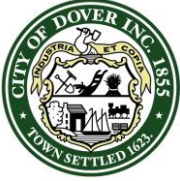
Current Situation

- The department’s existing tower ladder is a 2008 100-foot platform.
- While staffing adjustments have allowed us to scale back its use, the apparatus has become increasingly unreliable (more so than expected) and is frequently out of service for repairs.
- Continued maintenance and downtime pose operational risk and ongoing cost exposure.

Original FY 2026 Plan

- Spec and order a new tower ladder in February FY 2026.
- Estimated cost: \$3.0 million
- Estimated delivery timeline: 3+ years (now trending closer to 4 years industry-wide)

Document Created by: Purchasing Document Posted on: January 23, 2026	R-2026.01.28 Authorization to Purchase a 2026 Spartan Smeal 100 Rearmount Tower Ladder Fire Truck Page 2 of 3
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.2.

Resolution Number: **R - 2026.01.28 - 112**
Resolution Re: Authorization to Purchase a New 2026 Spartan Smeal 100'
Rear-mount Tower Ladder Fire Truck

Key Benefits:

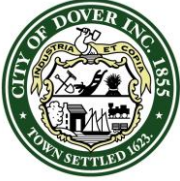
- **Purchase price:** \$2,017,368 million
- **Delivery timeline:** December 2027
- **Direct capital savings:** \$750,000 compared to the CIP-planned purchase
- **Additional avoided costs:**
 - Approximately \$100,000 in long term paint, body work, and major repairs on the existing 2008 tower
 - Reduced risk of unplanned outages and emergency repair spending

Fiscal Responsibility and CIP Alignment

- This purchase is already approved within the FY 2026 Capital Improvement Plan.
- This proposal does not increase total CIP spending; rather, it:
 - Accelerates delivery
 - Reduces overall capital cost
 - Avoids continued investment in aging, high-maintenance vehicles
- The net effect is a more reliable fleet at a lower total cost to the City.

Conclusion

Accelerating this purchase allows the City to take advantage of a rare market opportunity, strengthen emergency response capability, and demonstrate responsible stewardship of taxpayer dollars. This action brings the fleet back on track, improves reliability, and reduces long-term financial risk, all while remaining fully aligned with previously approved capital planning.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R - 2026.01.28 - 113**

Resolution Re: Authorization to Purchase a 2024 Type 1 Ambulance from the Town of Easton Massachusetts

WHEREAS: The Dover Fire & Rescue's fleet has been aging, and while the FY 2026 CIP appropriately addresses long-term replacement needs, current operational realities, combined with unusual market opportunities, justify accelerating the following purchases. This vehicle will provide immediate operational benefits and measurable financial advantages, representing responsible and proactive fiscal management; and

WHEREAS: The department recently revised its ambulance replacement strategy, shifting to a model that remounts two units and replaces a third. This revised approach has already saved hundreds of thousands of dollars and dramatically reduced delivery times. Despite these improvements, we continue to experience regular ambulance out-of-service events, impacting response reliability and operational resilience. The City would like to proceed immediately with the purchase of used 2024 Type 1 ambulance and related equipment in the amount of \$244,000.00 immediately available from the Easton Massachusetts Fire Department. This is consistent with our new purchase strategy that is saving us hundreds of thousands of dollars; and

WHEREAS: **Per Chapter 5, Administrative Code Article III Purchasing Procedure 5-28b Formal Bidding Purchases; Waiver;** Formal bidding may be waived by a majority vote of the City Council, which may be done at the time of making the award.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:
The Purchasing Agent is hereby authorized to issue a purchase order to the Town of Easton, Massachusetts in the amount of \$244,000.00 for a 2024 Type 1 Ambulance and related equipment. The City Manager, or designee, is hereby authorized to contract with the vendor consistent with the Purchase Order authorized herein.

The amount of this authorization shall be limited so as not to exceed available funding.

Financing

Account	Description	Appropriation	Balance
4022.1.200.42120.4742.02152.26	Fire & Rescue Ambulance	1,138,000.00	226,297.44
4026.1.220.42220.4741.02161.26	EMS Stretchers	100,000.00	100,000.00

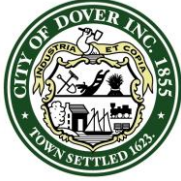
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vansylyvong-
Bizier
City Clerk

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.B.3.	
Resolution Number: R - 2026.01.28 - 113 Resolution Re: Authorization to Purchase a 2024 Type 1 Ambulance from the Town of Easton Massachusetts		

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

This proposal requests approval to purchase critical fleet assets already approved in the FY 2026 Capital Improvement Plan. Advancing this purchase presents a unique opportunity to achieve substantial cost savings, significantly reduce delivery timelines, improve fleet reliability, and responsibly address an aging apparatus fleet that is increasingly impacting operations.

Ambulance – Immediate Reliability and Coverage Need

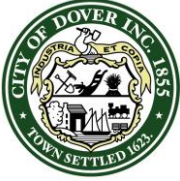
Current Situation

- The department recently revised its ambulance replacement strategy, shifting to a model that remounts two units and replaces a third. This revised approach has already saved hundreds of thousands of dollars and dramatically reduced delivery times.
- Despite these improvements, we continue to experience regular ambulance out-of-service events, impacting response reliability and operational resilience.

Key Benefits: - Savings

- **Purchase price:** \$244,000 (total package Ambulance and Equipment)
 - Breakdown

Document Created by: Purchasing	R-2026.01.28 Authorization to Purchase a 2024 Type 1 Ambulance from the Town of Easton Mass
Document Posted on: January 23, 2026	Page 2 of 4



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

Resolution Number: **R - 2026.01.28 - 113**

Resolution Re: Authorization to Purchase a 2024 Type 1 Ambulance from the Town of Easton Massachusetts

▪ 2024 Type 1 Ambulance -	\$172,600
▪ Stryker Stretcher Powerload System	\$ 38,400
▪ Stryker Ambulance Stretcher	\$ 20,000
▪ Stryker Stair Chair	\$ 5,000
▪ Motorola Dual Head Radio Wiring	<u>\$ 8,000</u>

Total Package Cost \$244,000

- This ambulance is only one year old and is available as a direct result of the Town of Easton, Massachusetts voting to exit the ambulance transport business and sell the vehicle. It is extremely rare for a municipality to offer a nearly new ambulance for sale under these circumstances.
- Dover Fire & Rescue acted proactively and secured the first right of refusal, positioning the City to realize significant cost savings compared to purchasing a new unit. All manufacturer and equipment warranties associated with the ambulance will transfer to Dover Fire & Rescue, ensuring full coverage and protecting the City's investment.
- **Delivery timeline:** Immediately
- **Direct savings over Demo Unit:** \$136,400

- Breakdown

▪ 2024 DEMO Type 1 Ambulance -	\$309,000
▪ Stryker Stretcher Powerload System	\$ 38,400
▪ Stryker Ambulance Stretcher	\$ 20,000
▪ Stryker Stair Chair	\$ 5,000
▪ Motorola Dual Head Radio Wiring	<u>\$ 8,000</u>

Total Package Cost \$380,400

- **Direct savings over new ordered Unit:** \$220,000 (estimated)
- **Additional avoided costs:**
 - Approximately \$10,000 in major repairs on the existing 2009 GMC Ambulance that will be removed from service
 - Reduced risk of unplanned outages and emergency repair spending

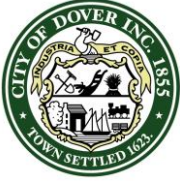
FY 2026 CIP Status

- **\$226,297** already approved in the FY 2026 CIP for ambulance replacement and **\$100,000** for stretchers.
- This approach leverages existing CIP approval while addressing a critical frontline reliability issue.

Ambulance reliability cannot be overstated. These units are among the most heavily utilized vehicles in the fleet and are essential to both emergency medical response and system-wide coverage. This purchase helps stabilize the fleet and prevents cascading impacts when units are unexpectedly out of service.

Fiscal Responsibility and CIP Alignment

- This purchase is already approved within the FY 2026 Capital Improvement Plan.
- This proposal does not increase total CIP spending; rather, it:
 - Accelerates delivery



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.3.

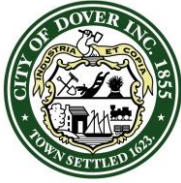
Resolution Number: **R - 2026.01.28 - 113**

Resolution Re: Authorization to Purchase a 2024 Type 1 Ambulance from the Town of Easton Massachusetts

- Reduces overall capital cost
 - Avoids continued investment in aging, high-maintenance vehicles
- The net effect is a more reliable fleet at a lower total cost to the City.

Conclusion

Accelerating this purchase allows the City to take advantage of a rare market opportunity, strengthen emergency response capability, and demonstrate responsible stewardship of taxpayer dollars. This action brings the fleet back on track, improves reliability, and reduces long-term financial risk, all while remaining fully aligned with previously approved capital planning.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R –2026.01.28 - 114**

Resolution Re: Amend the Amount for Tax Credit for Service Connected
Permanent and Total Disability

WHEREAS: The NH State Legislature recently amended RSA 72:35 regarding Service Connected Permanent and Total Disability veteran tax credit resulting in veterans being eligible for only one form of veterans' property tax credit; and

WHEREAS: Prior to the legislative change to RSA 72:35, veterans receiving a Service Connected Permanent and Total Disability tax credit of \$4,000.00 were also eligible to receive the Optional Veterans' Tax Credit (RSA 72:28) of \$750.00 annually; and

WHEREAS: Absent an amendment by the City Council to the amount for Service Connected Permanent and Total Disability tax credit, 77 veterans in Dover will receive \$750.00 less in property tax credits; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

In accordance with RSA 72:27-a and RSA 72:35, the City Council adopts modifying the Service Connected Permanent and Total Disability veterans' tax credit by increasing the tax credit from \$4,000.00 to \$4,750.00 per year. This change to be effective for property tax year 2026.

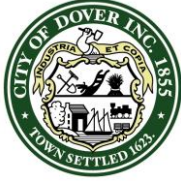
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vansylyvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R –2026.01.28 - 114**

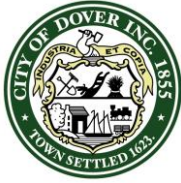
Resolution Re: Amend the Amount for Tax Credit for Service Connected
Permanent and Total Disability

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R –2026.01.28 - 114**

Resolution Re: Amend the Amount for Tax Credit for Service Connected Permanent and Total Disability

RESOLUTION BACKGROUND MATERIAL:

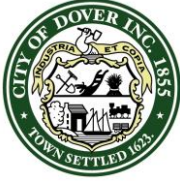
This resolution seeks to increase the Service-Connected Permanent and Total Disabled Veterans Tax Credit to \$4,750.00. The current property tax credit amount is \$4,000.00 and that was last set by City Council in May of 2019. There are 94 veterans receiving this credit currently, and 77 of those veterans have also been eligible to receive the \$750.00 Optional Veterans' Tax Credit adopted by the City Council in May 2019.

Prior to recent legislative action regarding Veterans' property tax credits, municipalities were required to combine the \$750.00 Optional Veterans Tax Credit with the \$4,000 Service-Connected Permanent and Total Disabled Veterans Tax Credit for a total credit of \$4,750.00 to eligible veterans. The recent legislative change to RSA 72:35 now bars municipalities from providing both veterans tax credits to eligible disabled veterans. Veterans are now only eligible to receive one tax credit.

In accordance with RSA 72:27-a and RSA 72:35 the City Council can amend the amount of the Service-Connected Permanent and Total Disabled Veterans Tax Credit, from \$4,000.00 to \$4,750.00. This change would be effective for 2026 property tax year (fiscal year 2027). The reason for this resolution is intended to make up for the loss of the Optional Veterans Tax Credit for disabled veterans.

The estimated tax impact of this resolution is \$12,750.00. This is based on 17 of the 94 veterans receiving the service connected permanent and total disabled tax credit of \$4,000.00 to now receive \$4,750.00. These 17 veterans were not previously eligible for the Optional Veterans' Tax Credit of \$750.00, where as the other 77 disabled veterans were receiving the \$750.00 Optional Veterans' Tax Credit.

Disabled Veterans' Tax Credit			
Total Number of Veteran's Receiving Credit		94	
Current Status	Disabled Veterans'	Optional Veterans'	Total Amount
	Tax Credit	Tax Credit	Tax Credits
77	77 x \$4,000 = \$308,000	77 x \$750 = \$57,750	77 x \$4,750 = \$365,750
17	17 x \$4,000 = \$68,000	None	17 x \$4,000 = \$68,000
94	94 x \$4,000 = \$376,000	77 x \$750 = \$57,750	\$433,750
Proposed Change	Disabled Veterans'	Optional Veterans'	Total Amount
	Tax Credit	Tax Credit	Tax Credits
77	77 x \$4,750 = \$365,750	None	77 x \$4,750 = \$365,750
17	17 x \$4,750 = \$80,750	None	17 x \$4,750 = \$80,750
94	94 x \$4,750 = \$446,500	None	\$446,500
Tax Impact	\$70,500	(\$57,750)	\$12,750
Tax Rate Impact			\$0.002



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.4.

Resolution Number: **R –2026.01.28 - 114**

Resolution Re: Amend the Amount for Tax Credit for Service Connected Permanent and Total Disability

TITLE V TAXATION

CHAPTER 72 PERSONS AND PROPERTY LIABLE TO TAXATION

Property Taxes

Section 72:35

72:35 Tax Credit for Service-Connected Total Disability. –

I. Any person who has been honorably discharged or an officer honorably separated from the military service of the United States and who has total and permanent service-connected disability, or who is a double amputee or paraplegic because of service-connected injury, or the surviving spouse of such a person, shall receive a standard yearly tax credit in the amount of \$700 of property taxes on the person's residential property.

I-a. The optional tax credit for service-connected permanent and total disability, upon adoption by a city or town pursuant to RSA 72:27-a, shall be an amount from \$701 up to \$5,000. The optional tax credit for service-connected permanent and total disability shall replace the tax credits pursuant to RSA 72:28, 72:28-b, 72:28-c, and 72:36-a in its entirety and shall not be in addition thereto.

I-b. Either the standard tax credit for service-connected total disability or the optional tax credit for service-connected total disability shall be subtracted each year from the property tax on the person's residential property.

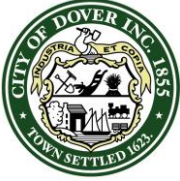
II. The standard or optional tax credit under this section may be applied only to property which is occupied as the principal place of abode by the disabled person or the surviving spouse. The tax credit may be applied to any land or buildings appurtenant to the residence or to manufactured housing if that is the principal place of abode.

III. (a) Any person applying for the standard or optional tax credit under this section shall furnish to the assessors or selectmen certification from the United States Department of Veterans' Affairs that the applicant is rated totally and permanently disabled from service connection. The assessors or selectmen shall accept such certification as conclusive on the question of disability unless they have specific contrary evidence and the applicant, or the applicant's representative, has had a reasonable opportunity to review and rebut that evidence. The applicant shall also be afforded a reasonable opportunity to submit additional evidence on the question of disability.

(b) Any decision to deny an application shall identify the evidence upon which the decision relied and shall be made within the time period provided by law.

(c) Any tax credit shall be divided evenly among the number of tax payments required annually by the town or city so that a portion of the tax credit shall apply to each tax payment to be made.

Source. 1947, 240:1, par. 29-f. RSA 72:35. 1955, 283:1. 1963, 174:1. 1967, 219:6. 1969, 54:1. 1973, 553:1. 1975, 277:2. 1983, 95:1. 1989, 64:3. 1991, 70:17. 1993, 73:6, 7. 2000, 54:1. 2003, 299:8, eff. April 1, 2003. 2018, 105:1, eff. Jan. 1, 2019. 2025, 15:1, eff. July 13, 2025.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.5.

Resolution Number: **R - 2026.01.28 - 115**
Resolution Re: Approval to Apply for DHA Grant to Establish Recovery House on Avon Avenue

WHEREAS: The NH Department of Health and Human Services, reports that “from April to June 2024, opioid overdoses accounted for 32% of all unintentional injury deaths, including 60% of unintentional deaths among 18-34 year olds.” As the opioid crisis continues to impact New Hampshire and its citizens, the deep need for recovery services, and recovery housing has been identified as a priority by many state agencies; and

WHEREAS: The Dover Housing Authority (DHA) is launching a project to provide a Recovery House for eight tenants. DHA has identified a property it already owns at 7 Avon Avenue, to rebuild into a typical 2-story house with four-bedrooms, two baths, a shared common space, and a meeting room; and

WHEREAS: Funding for this project is available through the New Hampshire Community Development Finance Authority (NH CDFA) Recovery Housing Program. In order for the DHA to receive these funds, the City of Dover is required to be the applicant for the grant. Once funding is awarded, the City of Dover will transfer the funds to the Dover Housing Authority.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

In accordance with NH RSA 31:95-b, the City Manager is authorized to apply for, accept, and expend grant funds allocated to the City of Dover on behalf of the DHA from the NH CDFA Recovery Housing Program. Any funding awarded is hereby appropriated to the DHA if the Recovery House project. The City Council, in a majority vote, accepts the terms and requirements of the Grant, and authorizes the City Manager to sign all necessary paperwork for the grant as well as contract(s) with a vendor, consistent with the authority herein.

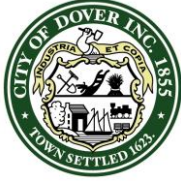
AND FURTHER BE IT RESOLVED:

The City acknowledges the grant in the amount of \$1,000,000 from the NH CDFA.

AND, FURTHER BE IT RESOLVED;

The City Manager is directed to negotiate and enter into an agreement with DHA and any other involved party in order to secure reimbursement for any expenses related to the application and administration of this grant and indemnify the City against any liability related to this grant and the resulting project. This Agreement shall be entered into prior to the acceptance and distribution of any grant funds.

Financing			
Account	Description	Appropriation	Balance
TBD	DHA Recovery House	1,000,000.00	1,000,000.00

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.B.5.	
Resolution Number: R - 2026.01.28 - 115 Resolution Re: Approval to Apply for DHA Grant to Establish Recovery House on Avon Avenue		

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.

AUTHORIZATION

Approved as to Funding:	Daniel R. Lynch Finance Director	Sponsored by: Councilor S. April Richer, Ward 1
Approved as to Legal Form and Compliance:	Jennifer R. Perez Acting City Attorney	
Recorded by:	Jerrica Vanslyvong-Bizier City Clerk	

DOCUMENT HISTORY:

First Reading Date: Approved Date:	Public Hearing Date: Effective Date:
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DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

This resolution Re-Adopted to acknowledge the grant amount of \$1,000,000. The original resolution R-2025.08.13-27 titled “Approval to Apply for DHA Grant to Establish Recovery House on Avon Avenue” was adopted by City Council on August 27, 2025.

Please see attached background information on the NH CDFA Recovery Housing Program.

Document Created by: Finance Document Posted on: January 23, 2026	R-2026.01.28 Approval to Apply for DHA Grant to Establish Recovery House on Avon Avenue Page 2 of 2
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RECOVERY HOUSING PROGRAM

The Recovery Housing Program is a pilot program deploying federal resources in New Hampshire to help increase the availability of stable, temporary housing to individuals in recovery from a substance use disorder.

There is critical need for recovery housing in New Hampshire and these federal funds aim to help alleviate the significant shortage of this type of housing across the state.

The New Hampshire Community Development Finance Authority (CDFA) will administer the Recovery Housing Program which was authorized via the federal Substance Use-Disorder Prevention that Promotes Opioid Recovery and Treatment (SUPPORT) for Patients and Communities Act of 2018.

PARTNER COORDINATION

CDFA coordinated with multiple partners to identify recovery housing needs in New Hampshire and ensure Recovery Housing Program goals were based on data, trends, and public participation. The process to identify needs and establish program priorities included:

- Hosting recovery home provider interviews across the state;
- Conducting a survey of recovery homes and other stakeholders;
- Soliciting public input through one-on-one outreach;
- Researching and evaluating best practices and program models.

Partners engaged in this process included New Hampshire Housing Finance Authority, Department of Health and Human Services, Housing Action New Hampshire, and the New Hampshire Coalition of Recovery Residences.

CDFA will continue to work with these partners and others as the program progresses to assist with outreach and to obtain feedback regarding the program.

AVAILABLE RESOURCES

The Recovery Housing Program has approximately \$1.96 million of available funds for awards to grantees. These funds will be treated as Community Development Block Grant (CDBG) funds as outlined under title I of the Housing and Community Development Act of 1974, unless otherwise provided in Section 8071 of the SUPPORT Act or modified by waivers and alternative requirements.

Eligible applicants may apply for up to \$250,000 per activity and up to \$500,000 per subrecipient (if applying for two different eligible activities). For example, an applicant applying for up to \$500,000 per subrecipient may be doing so to support acquisition and rehabilitation for the same property with Recovery Housing Program funds.

ELIGIBLE APPLICANTS

CDFA will distribute Recovery Housing Program funds through competitive grants to New Hampshire cities, towns and counties. A non-profit agency may also apply through its municipality or county as a sub-recipient of funds. Entitlement communities (Manchester, Nashua, Portsmouth, Rochester and Dover) are also eligible to apply.

ELIGIBLE ACTIVITIES

Eligible activities must benefit individuals in recovery from a substance use disorder and are limited to:

- Public facilities and improvements;
- Acquisition of real property;
- Rehabilitation and reconstruction of multi-unit residential buildings;

- Rehabilitation and reconstruction of single-unit residential buildings;
- New construction of housing.

The assistance is limited, per individual, to a period of not more than two years or until the individual secures permanent housing.

Individual in Recovery: As defined by SAMSHA, an individual in the process of change through which they improve their health and wellness, live self-directed lives, and strive to reach their full potential.

Substance Use Disorder: As defined by SAMSHA, Substance use disorders occur when the recurrent use of alcohol and/or drugs causes clinically significant impairment, including health problems, disability, and failure to meet major responsibilities at work, school, or home.

EVALUATION CRITERIA

CDFA staff will evaluate all complete applications in accordance with the process and criteria outlined in the [Recovery Housing Program Application and Program Guide](#). Criteria includes: projects ability to meet statewide recovery housing needs, geography and populations served, partnerships with community supports, project specific needs and impact, capacity and readiness to implement.

Applications with the highest score will be recommended for funding until the funding is expended.

HOW TO APPLY

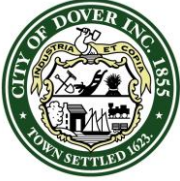
CDFA strongly encourages potential applicants to attend the Recovery Housing Program Application Workshop on October 24 at 2:00 PM ([REGISTER HERE](#)). A recording of the workshop will be posted here on CDFA's Resource Hub: <https://resources.nhcdfa.org/programs/community-development-block-grant/application/special-allocations/>.

Potential applicants should also contact CDFA for a pre-application meeting before deciding to apply. Interested organizations can schedule a meeting via CDFA's website (<https://nhcdfa.org/schedule-a-meeting/>) or by contacting Kirsten Barton, Housing Specialist, at kbarton@nhcdfa.org.

All applications are submitted online through the CDFA Grants Management System (GMS). After registration, municipalities and their representatives can access application materials and complete their applications online.

Additional information on the Recovery Housing Program can be found on [CDFA's Resource Hub](#), including the [Recovery Housing Program Application and Program Guide](#).

The deadline for the initial round Recovery Housing Program applications is 4:00 PM on December 19, 2022. Applications will then be accepted on a rolling basis until funding is expended.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.6.

Resolution Number: **R - 2026.01.28 - 116**
Resolution Re: Adoption of Residential Anti Displacement and Relocation Assistance Plan related to Recovery Housing Program Grant

WHEREAS: The Dover Housing Authority (DHA) is launching a project to provide a Recovery House for eight tenants. DHA has identified a property it already owns at 7 Avon Avenue, to rebuild into a typical 2-story house with four-bedrooms, two baths, a shared common space, and a meeting room; and

WHEREAS: Funding for this project is available through the New Hampshire Community Development Finance Authority (NH CDFA) Recovery Housing Program. In order for the DHA to receive these funds, the City of Dover is required to be the applicant for the grant. Once funding is awarded, the City of Dover will transfer the funds to the Dover Housing Authority; and

WHEREAS: The adoption of a Residential Anti-Displacement and Relocation Assistance (RARA) Plan related to the Recovery Housing Program is required in order to apply for said grant.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The attached Residential Anti-Displacement and Relocation Assistance Plan has been adopted by the City of Dover.

AND FURTHER BE IT RESOLVED:

The attached Residential Anti-Displacement and Relocation Assistants (RARA) Plan was made available to the public through the City's Planning Department and posting of this resolution on the City's website.

THIS RESOLUTION REQUIRES A PUBLIC HEARING AND A TWO-THIRDS MAJORITY TO ADOPT PURSUANT TO DOVER CHARTER C6-6.

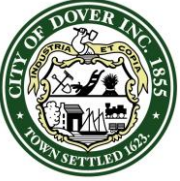
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Councilor S. April Richer, Ward 1

Approved as to Legal
Form and Compliance: Jennifer R. Perez
Acting City Attorney

Recorded by: Jerrica Vansylyvong-Bizier
City Clerk

 CITY OF DOVER	CITY OF DOVER - RESOLUTION	
	Agenda Item#: 13.B.6.	
	Resolution Number:	R - 2026.01.28 - 116
	Resolution Re:	Adoption of Residential Anti Displacement and Relocation Assistance Plan related to Recovery Housing Program Grant

DOCUMENT HISTORY:

First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

This resolution Re-adopted to acknowledge how the City's RARA plan was made available to the public.

The resolution is a Re-Approval to the R-2025.08.13-28 resolution titled "Adoption of Residential Anti Displacement and Relocation Assistance Plan related to Recovery Housing Program Grant from NH Community Development Finance Authority" adopted by City Council on August 27, 2025.

Please see attached plan and related resolution "Approval to Apply for DHA Grant to Establish Recovery House on Avon Avenue" for background material.

A copy of City of Dover Residential Anti Displacement & Relocation Assistance (RARA) Plan is attached to this resolution.

Document Created by: Finance	R-2026.01.28 Adoption of Residential Anti Displacement and Relocation Assistance Plan related to Recovery Housing Program Grant
Document Posted on: January 23, 2026	Page 2 of 2

City of Dover, NH
RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN

Every effort will be made to minimize temporary or permanent displacement of persons due to a CDBG project undertaken by the City of Dover, NH.

However, in the event of displacement as a result of a federally funded award, the City of Dover, NH will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, to any household, regardless of income, which is involuntarily and permanently displaced.

If the property is acquired, but will not be used for low/moderate income housing under 104(d) of the Housing and Community Development Act of 1974, as amended, the displacement and relocation plan shall provide that before obligating and spending funds that will directly result in such demolition or conversion the municipality will make public and submit to CDFA the following information:

- a. Comparable replacement housing in the community within three (3) years of the commencement date of the demolition or rehabilitation;
- b. A description of the proposed activity;
- c. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be demolished or converted to a use other than as low- and moderate-income dwelling units as a direct result of the assisted activity;
- d. A time schedule for the commencement and completion date of the demolition or conversion;
- e. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be provided as replacement dwelling units;
- f. The source of funding and a time schedule for the provision of replacement dwelling units;
- g. The basis for concluding that each replacement dwelling unit will remain a low and moderate income dwelling unit for at least ten (10) years from the date of initial occupancy;
- h. Relocation benefits for all low or moderate income persons shall be provided, including reimbursement for moving expenses, security deposits, credit checks, temporary housing, and other related expenses and either:
 1. Sufficient compensation to ensure that, at least for five (5) years after being relocated, any displaced low/moderate income household shall not bear a ratio of shelter costs to income that exceeds thirty (30) percent, or;
 2. If elected by a family, a lump-sum payment equal to the capitalized value of the compensation available under subparagraph 1. above to permit the household to secure participation in a housing cooperative or mutual housing association, or a Section 8 certificate or voucher for rental assistance provided through New Hampshire Housing Finance Authority.
- i. Persons displaced shall be relocated into comparable replacement housing that is decent, safe, and sanitary, adequate in size to accommodate the occupants, functionally equivalent, and in an area not subject to unreasonably adverse environmental conditions;

- j. Provide that persons displaced have the right to elect, as an alternative to the benefits in subparagraph 2. above, to receive benefits under the Uniform Relocation Assistance and
- k. Real Property Acquisition Policies Act of 1970 if such persons determine that it is in their best interest to do so; and
- l. The right of appeal to the executive director of CDFA where a claim for assistance under subparagraph 2. above is denied by the grantee. The executive director's decision shall be final unless a court determines the decision was arbitrary and capricious.
- m. Paragraphs a. through k. above shall not apply where the HUD Field Office objectively finds that there is an adequate supply of decent, affordable low/moderate income housing in the area.

CERTIFICATION OF COMPLIANCE

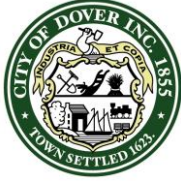
The City of Dover, NH anticipates no displacement or relocation activities will be necessitated by this project. Should some unforeseen need arise, the City certifies that it will comply with the Uniform Relocation Act and Section 104(d) of the Housing and Community Development Act of 1974, as amended.

Printed Municipal Official Name: _____

Title: _____

Signature: _____

Date of Adoption: _____



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.7.

Resolution Number: **R – 2026.01.28 - 117**
Resolution Re: Reprogram Unexpended Bond Proceeds from Fifth/Grove Street Reconstruction Project to Horne Street Reconstruction Project

WHEREAS: On an annual basis the City Council adopts the Capital Improvements Program (CIP), which includes the Debt Financing authorization for certain CIP projects; and

WHEREAS: Due to lower than anticipated project costs there is an available \$1,553,416.91 of unexpended bond proceeds from the Fifth/Grove Street Reconstruction capital improvements program project; and

WHEREAS: The City has identified the immediate need for funding the reconstruction of Horne/Crescent Streets capital improvement program project; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The amount of \$300,000.00 (Three Hundred Thousand dollars) of unexpended bond proceed appropriations is hereby reprogrammed from the Fifth/Grove Streets Reconstruction CIP project to the Horne/Crescent Streets Reconstruction CIP project:

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
4025.1.300.43121.4751.03157.25.000.000.700	Fifth/Grove Street Reconstruction	1,553,416.91	(300,000.00)	1,253,416.91
4025.1.300.43121.4751.03????.25.000.000.700	Horne/Crescent Street Reconstruction	0.00	300,000.00	300,000.00
		1,553,416.91	0.00	1,553,416.91

NOTE: This resolution reprograms unexpended bonding authorization and therefore requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage with the vote deferred until at least three (3) days after the public hearing.

AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal Form and Compliance: Jennifer R. Perez
Acting City Attorney

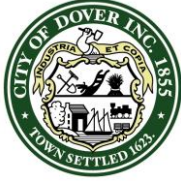
Recorded by: Jericca Vansylyvong-Bizier
City Clerk

DOCUMENT HISTORY:

Document Created by: Finance
Document Posted on: January 23, 2026

R-2026.01.28 Reprogram Unexpended Bond Proceeds From Fifth/Grove Street Reconstruction Project to Horne Street Reconstruction Project

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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.7.

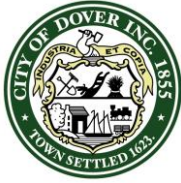
Resolution Number: **R – 2026.01.28 - 117**
Resolution Re: Reprogram Unexpended Bond Proceeds from Fifth/Grove Street Reconstruction Project to Horne Street Reconstruction Project

First Reading Date:
Approved Date:

Public Hearing Date:
Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.7.

Resolution Number: **R – 2026.01.28 - 117**

Resolution Re: Reprogram Unexpended Bond Proceeds from Fifth/Grove Street Reconstruction Project to Horne Street Reconstruction Project

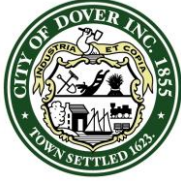
RESOLUTION BACKGROUND MATERIAL:

This resolution does not authorize any additional appropriation. The City Council previously authorized the appropriation for the Fifth/Grove Streets Reconstruction project. On December 13, 2023 the City Council adopted the FY2025 Capital Improvements Plan (CIP) Authorization for bonding, which included \$4,000,000.00 for the Fifth/Grove Streets Reconstruction project. City Council resolution 2023.11.29 – 184.

This resolution does not authorize an increase in the indebtedness of the City. The City Council previously authorized financing the Fifth/Grove Streets Reconstruction project. This resolution reprograms funding from Fifth/Grove Streets project to the Horne/Crescent Streets Reconstruction project. The Fifth/Grove Streets Reconstruction project is near completion and unexpended bond proceeds exist that can be reprogrammed to a similar type CIP project.

The Horne/Crescent Streets Reconstruction project was identified in the FY2027-FY2032 CIP to be debt financed in the amount of \$5,700,000.00 for Street Reconstruction portion, \$1,600,000 for Water Main replacement portion, and \$1,100,000 for Sewer Main replacement portion. City Council approved the six-year CIP on December 10, 2025 via resolution 2025.10.22 – 65.

The Horne/Crescent Streets Reconstruction project requires design work to ensure accurate cost estimates for the project are included in the FY2028-FY2033 CIP and construction documents are ready for bid solicitation.



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

Resolution Number: **R – 2026.01.28 - 118**
Resolution Re: Reprogram Unexpended Bond Proceeds from
Elm/Summer/Belknap Street Reconstruction Project to
Lower Central Avenue Reconstruction Project

WHEREAS: On an annual basis the City Council adopts the Capital Improvements Program (CIP), which includes the Debt Financing authorization for certain CIP projects; and

WHEREAS: Due to lower than anticipated project costs there is an available \$398,449.56 of unexpended bond proceeds from the Elm/Summer/Belknap Street Reconstruction capital improvements program project; and

WHEREAS: The City has identified the immediate need for funding for the Lower Central Avenue Reconstruction capital improvements program project; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND DOVER CITY COUNCIL THAT:

The amount of \$398,449.56 (Three Hundred Ninety-Eight Thousand Four Hundred Forty-Nine dollars and Fifty-Six cents) of unexpended bond proceed appropriations is hereby reprogrammed from the Elm/Summer/Belknap Streets Reconstruction CIP project to the Lower Central Avenue Reconstruction CIP project:

		Available	Reprogram	Adjusted
Project Number	Project Description	Balance	Adjustment	Balance
4019.1.300.43121.4751.03153.19.000.000.700	Elm/Summer/Belknap Street Reconstruction	310,911.64	(310,911.64)	0.00
4021.1.300.43121.4751.03153.21.000.000.700	Elm/Summer/Belknap Street Reconstruction	87,537.92	(87,537.92)	0.00
4019.1.300.43121.4751.03???.19.000.000.700	Lower Central Avenue Reconstruction	0.00	310,911.64	310,911.64
4021.1.300.43121.4751.03???.21.000.000.700	Lower Central Avenue Reconstruction	0.00	87,537.92	87,537.92
		398,449.56	0.00	398,449.56

NOTE: This resolution reprograms unexpended bonding authorization and therefore requires a duly advertised public hearing and a 2/3 favorable vote of all members for passage with the vote deferred until at least three (3) days after the public hearing.

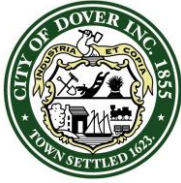
AUTHORIZATION

Approved as to Funding: Daniel R. Lynch
Finance Director

Sponsored by: Mayor Dennis Shanahan
By Request

Approved as to Legal: Jennifer R. Perez
Form and Compliance: Acting City Attorney

Recorded by: Jerrica Vansylyvong-Bizier
City Clerk



CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

Resolution Number: **R – 2026.01.28 - 118**
Resolution Re: Reprogram Unexpended Bond Proceeds from
Elm/Summer/Belknap Street Reconstruction Project to
Lower Central Avenue Reconstruction Project

DOCUMENT HISTORY:

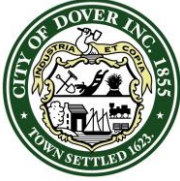
First Reading Date:	Public Hearing Date:
Approved Date:	Effective Date:

DOCUMENT ACTIONS:

VOTING RECORD		
Date of Vote:	YES	NO
Mayor Dennis Shanahan		
Deputy Mayor Lindsey Williams		
Councilor S. April Richer, Ward 1		
Councilor Lucas Veitch, Ward 2		
Councilor Anthony Retrosi, Ward 3		
Councilor Timothy Granfield, Ward 4		
Councilor Richard Robison, Ward 5		
Councilor Fergus Cullen, Ward 6		
Councilor Bret Carmichael, At Large		
Total Votes:		
Resolution does does not pass.		

RESOLUTION BACKGROUND MATERIAL:

Document Created by: Finance Document Posted on: January 23, 2026	R-2026.01.28 Reprogram Unexpended Bond Proceeds From Elm/Summer/Belknap Street Reconstruction Project to Lower Central Avenue Reconstruction Project
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CITY OF DOVER

CITY OF DOVER - RESOLUTION

Agenda Item#: 13.B.8.

Resolution Number: **R – 2026.01.28 - 118**

Resolution Re: Reprogram Unexpended Bond Proceeds from
Elm/Summer/Belknap Street Reconstruction Project to
Lower Central Avenue Reconstruction Project

This resolution does not authorize any additional appropriation and does not authorize an increase in the indebtedness of the City. This resolution allows for the avoidance of \$300,000.00 in potential new debt.

The City Council previously authorized the appropriations for the Elm/Summer/Belknap Streets Reconstruction project. On December 13, 2017 the City Council adopted the FY2019 Capital Improvements Plan (CIP) Authorization for bonding, which included \$2,700,000.00 for the Elm/Summer/Belknap Streets Reconstruction project. City Council resolution 2017.10.25 – 157. On April 8, 2020 the City Council adopted resolution 2020.03.11 – 037 to reprogram unexpended bond proceeds from various Community Services public works CIP projects to the Elm/Summer/Belknap Streets Reconstruction project.

The City Council previously authorized financing the appropriations for the Elm/Summer/Belknap Streets Reconstruction project. This resolution reprograms funding from Elm/Summer/Belknap Streets project to the Lower Central Avenue Reconstruction project. The Elm/Summer/Belknap Streets Reconstruction project is completed and unexpended bond proceeds exist that can be reprogrammed to a similar type CIP project.

The Lower Central Avenue Reconstruction project was proposed in the FY2027-FY2032 CIP to be debt financed in the amount of \$300,000 for FY2027. The unexpended funding from the Elm/Summer/Belknap Streets Reconstruction project was available to be reprogrammed and identified for Lower Central Avenue project. The \$300,000 FY2027 proposed amount for bonding for Lower Central Avenue Reconstruction was removed from the CIP Plan and Authorization for Bonding resolution adopted by City Council on December 10, 2025 via resolution 2025.10.22 – 67.

The Lower Central Avenue Reconstruction project requires design work to ensure accurate cost estimates for the project are included in the FY2028-FY2033 CIP and construction documents are ready for bid solicitation.